

CHARGES FOR SERVICES

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CITY COURT CIVIL FEES

CITY COURT CIVIL FEES 2

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440010 City Court Civil Fees
	City 001 . . 440016 City Court Civil Fees 2

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898 13:2002 B	<i>Plan of Government</i> Section 11.04 <i>City Court En Banc Order, 01/01/04</i>

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: **L.R.S. 13:1898** provides that the Clerk of City Court shall collect all fines, forfeitures, penalties, and costs, and that all funds so collected, excluding costs, shall be paid into the city treasury. The statute also authorizes the Clerk of City Court to collect a fee for processing payments made by credit cards, not to exceed 5% of the amount of taxes, penalties, and interest being paid. **L.R.S. 13:2002 B** provides that costs of court in civil proceedings as established by the Baton Rouge City Court judges sitting *en banc* shall be paid into the City General Fund.

Local: **Section 11.04** of *The Plan of Government* grants the court full power to make and promulgate its own rules of court, including the right to set and collect civil fees. The ***City Court En Banc Order*** dated January 1, 2004, sets the latest amounts for filing fees in City Court.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: The fees charged for filing various pleadings are deposited into a suspense account and later disbursed to a number of agencies and accounts, including this City-Parish revenue account. The portion to be credited to this account is not included in revenue until the disbursement is done, and, depending on the number of City Court employees available to work on disbursing the funds, there may be a sizeable backlog of funds in the suspense account at any given time.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person who files a suit in City Court is required to pay an advance deposit to cover filing, docketing, issuing of citation, serving of citation, and judgment costs. The final judgment or compromise agreement states which party ultimately bears these costs.

COMPUTATION OF FEE:

See list of City Court civil fees on file in the Finance Department–Budgeting Division.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

The Civil Fee 2, effective January 1, 2002, is an additional \$4.50 on the fee for filing a new civil suit. It is recorded in a separate account and is to be appropriated for capital needs at City Court.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY COURT CIVIL FEES (CITY)					ACCOUNT NUMBER 001 . . 440010			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	85,903	7.79%	100,820	9.17%	129,363	9.94%	69,631	5.85%
February	91,769	16.11%	84,674	16.88%	106,659	18.13%	105,244	14.68%
March	122,520	27.21%	81,977	24.33%	83,289	24.52%	74,990	20.98%
April	45	27.22%	111,280	34.46%	112,325	33.15%	96,407	29.07%
May	94,484	35.78%	83,545	42.06%	111,550	41.72%	99,014	37.38%
June	77,292	42.79%	80,949	49.42%	98,296	49.27%	107,874	46.44%
July	74,722	49.56%	100,093	58.53%	119,197	58.42%	92,213	54.18%
August	137,868	62.06%	109,454	68.49%	118,715	67.54%	79,005	60.81%
September	183,166	78.66%	104,843	78.03%	126,866	77.29%	116,163	70.56%
October	83,875	86.26%	70,484	84.44%	109,865	85.72%	149,343	83.10%
November	86,910	94.14%	94,436	93.03%	98,620	93.30%	179	83.11%
December	64,638	100.00%	76,601	100.00%	87,244	100.00%	201,159	100.00%
TOTAL/% Chg	1,103,192	94.74%	1,099,156	-0.37%	1,301,989	18.45%	1,191,222	-8.51%

NOTES: The increase in 2000 revenues is attributed to the fact that additional employees were hired to help disburse these fees in a more timely manner. The increase in 2002 is also attributable to increased efforts to disburse receipts.

However, in 2003, the City Court civil division was understaffed; and, in addition, several employees who normally deal with disbursements from the civil suspense fund were on leave. In addition, delays in disbursement are caused by the duplication of effort between City Court and Finance Department personnel, both of whom input the same data into the two different systems. There are frequently discrepancies, which then take time to reconcile.

CITY COURT CIVIL FEES 2 (CITY)					ACCOUNT NUMBER 001 . . 440016			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	3,173	7.62%
February	0	0.00%	0	0.00%	0	0.00%	3,569	16.19%
March	0	0.00%	0	0.00%	2,997	8.73%	2,966	23.31%
April	0	0.00%	0	0.00%	3,141	17.87%	3,010	30.53%
May	0	0.00%	0	0.00%	3,618	28.41%	3,681	39.37%
June	0	0.00%	0	0.00%	3,600	38.89%	3,744	48.36%
July	0	0.00%	0	0.00%	3,339	48.61%	3,532	56.84%
August	0	0.00%	0	0.00%	3,722	59.45%	3,807	65.98%
September	0	0.00%	0	0.00%	3,704	70.23%	3,946	75.45%
October	0	0.00%	0	0.00%	3,317	79.89%	3,649	84.21%
November	0	0.00%	0	0.00%	3,582	90.32%	0	84.21%
December	0	0.00%	0	0.00%	3,326	100.00%	6,575	100.00%
TOTAL/% Chg	0	N/A	0	N/A	34,346	N/A	41,652	21.27%

NOTES: Beginning in January 1, 2002 the cost for filing certain pleadings increased by \$4.50; this additional amount is recorded separately in this account.

CITY COURT JUDICIARY COURT COSTS

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440011

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1872-1902 32:393 F (1)	Code of Ordinances Title 11, § 401 Resolutions 38937, 9/9/98 <i>City Court En Banc Orders</i> 2/15/01 8/06/02

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1872–1902 contains general provisions for city courts. L.R.S. 13:1898 provides in part that the Clerk of City Court is to collect fines, forfeitures, penalties, and costs, and all funds so collected shall be paid into the city treasury when the prosecution is on behalf of the city. L.R.S. 13:1899 provides that in all criminal matters, including traffic violation cases, in addition to the fine and other penalty that may be legally imposed against every defendant who is convicted or who forfeits his bond, the judge may assess costs of court in an amount not to exceed \$30.00. L.R.S. 32:393 F (1) states that, for each conviction or forfeiture of bail in cases of traffic violations, a fee of \$2.00 is to be added to the fine of the person convicted; and that this fee is to be retained by the court to cover the cost of preparing and submitting an abstract of the court report, which abstract is required by this statute to be sent to the Commissioner of Public Safety and Corrections in all cases of convictions of traffic violations except parking convictions.

Local: Code of Ordinances Title 11, Sec. 401, makes the city judges “responsible for the adjudication of parking infractions and the assessment and actual collection of monetary penalties therefor.” Effective January 1, 1999, all funds collected as court costs, fines, penalties or other assessments are to be deposited into the General Fund as established by Resolution 38937, adopted September 9, 1998. The *En Banc Order of February 15, 2001*, provides a schedule of “Penalty Fees,” effective March 1, 2001. The *En Banc Order of August 6, 2002*, sets out the most recent Criminal/Traffic Court Cost Collection and Distribution Schedule, effective August 15, 2002.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance–Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any persons convicted of a criminal, traffic, or parking violation.

COMPUTATION OF FEE:

Court costs are set at the discretion of the sentencing judge and by *en banc* orders. *City Court En Banc* Order effective August 15, 2002, sets the most recent court costs. These include:

Criminal violations, DWI, reckless driving, hit & run	\$ 20.50
Traffic violations except DWI, reckless driving, hit & run	21.00
Parking violations except meter and mobility impaired	10.00
Traffic violations except parking, an additional	2.00
Parking meter infractions	1.00

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

JUDICIARY COURT COSTS (CITY)					ACCOUNT NUMBER 001 . . 440011			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	58,624	7.41%	48,030	7.33%	49,015	8.55%	44,483	7.85%
February	79,444	17.45%	68,028	17.71%	61,822	19.34%	53,994	17.37%
March	77,795	27.28%	68,654	28.19%	61,333	30.05%	55,160	27.11%
April	59,393	34.79%	48,100	35.53%	57,391	40.06%	42,080	34.53%
May	71,306	43.80%	56,240	44.11%	48,130	48.46%	40,310	41.64%
June	66,361	52.19%	61,641	53.51%	41,360	55.68%	47,874	50.09%
July	63,676	60.23%	61,090	62.84%	55,050	65.29%	47,960	58.55%
August	65,284	68.48%	47,694	70.11%	46,312	73.37%	44,124	66.34%
September	63,729	76.54%	47,885	77.42%	39,127	80.20%	44,058	74.11%
October	67,383	85.05%	53,090	85.52%	40,083	87.19%	53,690	83.58%
November	41,169	90.26%	47,350	92.75%	35,191	93.33%	41,878	90.97%
December	77,099	100.00%	47,536	100.00%	38,196	100.00%	51,173	100.00%
TOTAL/% Chg	791,263	-20.27%	655,338	-17.18%	573,010	-12.56%	566,784	-1.09%

CITY COURT SCHOOL FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440012

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898	<i>Plan of Government</i> Section 11.04 Resolution 38937, 9/9/98

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1898 provides in part that the Clerk of City Court is to collect fines, forfeitures, penalties, and costs, and all funds so collected shall be paid into the city treasury when the prosecution is on behalf of the city.

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court. Effective January 1, 1999, all funds collected as court costs, fines, penalties or other assessments are to be deposited into the General Fund as established by **Resolution 38937** of September 9, 1998.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance–Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person convicted of criminal, traffic, and parking violations who has been ordered to attend one of the court's schools pays this fee.

COMPUTATION OF FEE:

The current fees for schools offered by city court are:

DWI School (School & Substance Abuse Evaluation)	\$105.00
Domestic Violence Offender's Program (DVOP)	\$50.00 Intake Appointment
<i>Program Fee assessed according to income</i>	
Program for Anger Management (PAM)	55.00
Effective Decision-Making	55.00
Substance Abuse Self-Awareness Program	55.00
Defensive Driving Course (SCOPE)	30.00
Defensive Driving Course (SCOPE II) (habitual offenders)	50.00
Anger Control Training (ACT) Pretrial Program	55.00

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY COURT SCHOOL FEES (CITY)					ACCOUNT NUMBER 001 . . 440012			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	20,257	8.17%	20,490	10.94%	14,540	9.73%	12,330	8.20%
February	23,265	17.54%	19,110	21.14%	12,880	18.35%	14,635	17.92%
March	25,920	27.99%	21,345	32.54%	14,994	28.39%	11,936	25.86%
April	19,140	35.71%	16,255	41.22%	13,480	37.41%	11,140	33.26%
May	22,435	44.75%	15,230	49.35%	12,245	45.61%	12,002	41.24%
June	21,515	53.43%	12,620	56.09%	11,435	53.26%	12,430	49.50%
July	20,430	61.66%	15,850	64.55%	14,160	62.74%	11,625	57.23%
August	20,700	70.00%	15,945	73.07%	13,975	72.09%	11,565	64.92%
September	17,145	76.92%	12,735	79.87%	9,830	78.67%	13,859	74.13%
October	18,680	84.45%	15,150	87.96%	11,465	86.35%	13,965	83.41%
November	12,545	89.50%	11,925	94.32%	8,790	92.23%	11,065	90.77%
December	26,039	100.00%	10,630	100.00%	11,610	100.00%	13,890	100.00%
TOTAL/% Chg	248,071	-24.50%	187,285	-20.23%	149,404	-20.23%	150,442	0.69%

CITY COURT BENCH WARRANT FEE

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440013

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898	<i>Plan of Government</i> Section 11.04 Resolution 38937, 9/9/98 City Court <i>En Banc</i> Order, 8/20/02

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1898 provides in part that the Clerk of City Court is to collect fines, forfeitures, penalties, and costs, and all funds so collected shall be paid into the city treasury when the prosecution is on behalf of the city.

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court. Effective January 1, 1999, all funds collected as court costs, fines, penalties or other assessments are to be deposited into the General Fund as established by **Resolution 38937** of September 9, 1998. The **City Court *En Banc* Order** dated August 20, 2002, effective August 6, 2002, sets out the most recent bench warrant fees.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance—Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person convicted of criminal, traffic, and parking violations who has been ordered by the court to pay bench warrant fees.

COMPUTATION OF FEE:

Bench Warrant Fees are set at the discretion of the sentencing judge and by *en banc* orders. City Court *En Banc* Order dated August 20, 2002, effective August 6, 2002, sets the most recent bench warrant fees. These include:

Failure to appear timely for court and a bench warrant and bond forfeiture is issued	\$ 50.00
Failure to appear timely for court and a bench warrant is issued	50.00
Failure to appear timely to pay a drug screen or probation supervision fee and bench warrant is issued	25.00

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY COURT BENCH WARRANT FEES (CITY)					ACCOUNT NUMBER 001 . . 440013			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	39,444	6.81%	43,109	8.32%	41,279	7.48%	52,574	9.48%
February	53,429	16.04%	60,575	20.01%	65,394	19.32%	69,285	21.96%
March	61,021	26.58%	60,667	31.71%	60,102	30.20%	56,347	32.12%
April	39,034	33.32%	44,073	40.22%	52,732	39.75%	39,227	39.19%
May	53,705	42.59%	51,283	50.11%	44,021	47.72%	36,867	45.83%
June	55,435	52.16%	42,092	58.23%	38,572	54.71%	41,537	53.32%
July	48,159	60.48%	38,370	65.64%	43,241	62.54%	41,737	60.84%
August	55,057	69.99%	39,566	73.27%	39,949	69.77%	38,769	67.83%
September	48,639	78.39%	34,640	79.95%	38,641	76.77%	42,184	75.43%
October	47,406	86.57%	40,102	87.69%	43,547	84.66%	43,971	83.36%
November	27,904	91.39%	32,022	93.87%	41,972	92.26%	39,947	90.56%
December	49,853	100.00%	31,769	100.00%	42,745	100.00%	52,401	100.00%
TOTAL/% Chg	579,086	-9.36%	518,268	-10.50%	552,195	6.55%	554,846	0.48%

CITY COURT MISCELLANEOUS FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . .440014

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898 32:57.1	<i>Plan of Government</i> Section 11.04 Code of Ordinances Title 11, § 401 Resolution 38937, 9/9/98 City Court <i>En Banc</i> Order 11/13/00 8/20/02

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1898 provides in part that the Clerk of City Court is to collect fines, forfeitures, penalties, and costs, and all funds so collected shall be paid into the city treasury when the prosecution is on behalf of the city. L.R.S. 32:57.1 provides for the payment of an additional fine by persons who fail to honor a written promise to appear.

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court. Code of Ordinances Title 11, Sec. 401, makes the city judges "responsible for the adjudication of parking infractions and the assessment and actual collection of monetary penalties therefor." Effective January 1, 1999, all funds collected as court costs, fines, penalties or other assessments are to be deposited into the General Fund as established by Resolution 38937 September 9, 1998. The City Court *En Banc* Order dated November 13, 2000, effective November 30, 2000, sets out the procedures and fees for drug screening. The City Court *En Banc* Order dated August 20, 2002, effective August 6, 2002, provides the most recent fees.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance–Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person convicted of criminal, traffic and parking violations who have been ordered by the court to pay for services listed below under COMPUTATION OF FEE.

COMPUTATION OF FEE

Miscellaneous fees are set at the discretion of the sentencing judge and by *en banc* orders. The amounts currently in effect for these fees are:

Supervision fee	\$ 50.00
Interpreter fee	65.00 /hour
Extension of time to pay assessment	20.00
Reassignment to school fee	20.00
Failure to complete community service timely	20.00
Presentment of NSF check to the court	
Civil	35.00
Criminal & Traffic	65.00
Record check fee	20.00 /case
Preparation of Transcripts (for appeal & on request)	2.50 /page
Cost of Transcripts (already prepared)	.50 /page
Deposit for Special Transcript request (non-appeal)	50.00
Drug screening fee	20.00
Failure to honor promise to appear	12.50

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY COURT MISCELLANEOUS FEES (CITY)					ACCOUNT NUMBER 001 . . 440014			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	13,973	6.09%	18,745	7.37%	19,838	7.23%	22,809	8.75%
February	17,880	13.88%	18,924	14.82%	24,496	16.15%	26,867	19.06%
March	18,350	21.87%	25,276	24.76%	26,447	25.79%	29,023	30.20%
April	17,467	29.48%	15,087	30.69%	27,224	35.71%	17,084	36.75%
May	16,824	36.81%	24,850	40.46%	27,076	45.57%	25,932	46.70%
June	18,582	44.91%	18,354	47.68%	22,334	53.71%	14,083	52.11%
July	18,666	53.04%	23,988	57.12%	21,570	61.57%	21,901	60.51%
August	19,178	61.39%	23,885	66.51%	22,718	69.84%	20,525	68.39%
September	21,539	70.78%	19,843	74.32%	22,233	77.94%	22,603	77.06%
October	21,086	79.96%	22,705	83.25%	23,298	86.43%	19,653	84.60%
November	10,794	84.67%	18,856	90.66%	17,887	92.95%	18,170	91.58%
December	35,193	100.00%	23,737	100.00%	19,353	100.00%	21,956	100.00%
TOTAL/% Chg	229,532	43.31%	254,250	10.77%	274,474	7.95%	260,606	-5.05%

CITY COURT CREDIT CARD PAYMENT FEE

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440015

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898 C	<i>Plan of Government</i> Section 11.04 City Court <i>En Banc</i> Order, 01/01/04

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1895 C provides that the Clerk of City Court may accept payment by credit card for all fines, forfeitures, penalties, and costs and collect a fee for processing the payments in an amount reasonably related to the expense incurred by the clerk in processing the credit-card payments.

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court, including the right to set and collect civil fees. The **City Court *En Banc* Order** effective January 1, 2004, is the most recent order setting out the 5% fee for credit card payments.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance—Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person who pays his or her fine, forfeiture, penalty, and/or court costs by credit card.

COMPUTATION OF FEE:

The fee is **5%** of the payment.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY COURT CREDIT CARD PAYMENT FEES (CITY)					ACCOUNT NUMBER 001 . . 440015			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,380	6.75%	1,742	8.47%	1,516	8.67%	1,359	7.14%
February	1,926	16.16%	1,629	16.39%	1,499	17.24%	1,657	15.85%
March	2,048	26.17%	2,273	27.44%	1,685	26.87%	1,343	22.90%
April	1,515	33.58%	1,705	35.73%	1,359	34.64%	1,292	29.69%
May	1,964	43.18%	2,015	45.53%	1,557	43.54%	1,520	37.67%
June	1,873	52.34%	1,880	54.67%	1,492	52.07%	1,436	45.22%
July	1,537	59.85%	1,635	62.62%	1,925	63.07%	1,682	54.06%
August	1,727	68.29%	1,726	71.01%	1,644	72.47%	1,605	62.49%
September	1,810	77.14%	1,435	77.99%	1,194	79.29%	1,521	70.48%
October	1,888	86.37%	1,581	85.67%	1,251	86.45%	2,182	81.94%
November	971	91.12%	1,454	92.74%	1,033	92.35%	1,538	90.02%
December	1,817	100.00%	1,493	100.00%	1,338	100.00%	1,899	100.00%
TOTAL/% Chg	20,456	20.27%	20,568	0.55%	17,493	-14.95%	19,034	8.81%

CITY COURT EXPUNGEMENT FEE

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . .440017

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898	<i>Plan of Government</i> Section 11.04 Resolution 38937, 9/9/98 City Court <i>En Banc</i> Order, 06/04/02, 08/06/02

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1898 provides in part that the Clerk of City Court is to collect fines, forfeitures, penalties, and costs, and all funds so collected shall be paid into the city treasury when the prosecution is on behalf of the city

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court. Effective January 1, 1999, all funds collected as court costs, fines, penalties or other assessments are to be deposited into the General Fund as established by **Resolution 38937** September 9, 1998. The **City Court En Banc Order** effective June 4, 2002, imposes the charge for this service. The City Court En Banc Order effective August 6, 2002, is the most recent order setting this fee.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance–Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person who applies to have an arrest record expunged from the records of the court.

COMPUTATION OF FEE:

\$100.00/charge

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY COURT EXPUNGEMENT FEE (CITY)					ACCOUNT NUMBER 001 . . 440017			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	1,800	7.32%
February	0	0.00%	0	0.00%	0	0.00%	2,700	18.29%
March	0	0.00%	0	0.00%	0	0.00%	2,000	26.42%
April	0	0.00%	0	0.00%	0	0.00%	2,700	37.40%
May	0	0.00%	0	0.00%	0	0.00%	2,200	46.34%
June	0	0.00%	0	0.00%	0	0.00%	2,000	54.47%
July	0	0.00%	0	0.00%	600	6.06%	3,100	67.07%
August	0	0.00%	0	0.00%	1,602	22.24%	1,900	74.80%
September	0	0.00%	0	0.00%	1,100	33.35%	1,600	81.30%
October	0	0.00%	0	0.00%	2,200	55.56%	2,000	89.43%
November	0	0.00%	0	0.00%	2,200	77.78%	1,400	95.12%
December	0	0.00%	0	0.00%	2,200	100.00%	1,200	100.00%
TOTAL/% Chg	0	N/A	0	N/A	9,902	N/A	24,600	148.43%

Note: This revenue was first imposed with City Court *En Banc* Order dated June 6, 2002, effective June 4, 2002.

CITY COURT HOME INCARCERATION MONITORING FEE

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . .440018

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:1898	<i>Plan of Government</i> Section 11.04 Resolution 38937, 9/9/98 City Court <i>En Banc</i> Order, 08/20/02

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 13:1898 provides in part that the Clerk of City Court is to collect fines, forfeitures, penalties, and costs, and all funds so collected shall be paid into the city treasury when the prosecution is on behalf of the city

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court. Effective January 1, 1999, all funds collected as court costs, fines, penalties or other assessments are to be deposited into the General Fund as established by **Resolution 38937** September 9, 1998. The **City Court En Banc Order** dated August 20, 2002, effective August 6, 2002, imposes this revenue.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance–Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person who has been ordered by the court to participate in the Home Incarceration Monitoring Program.

COMPUTATION OF FEE:

\$100.00 for the first 48 hours with a mandatory fee of \$10.00 per day thereafter

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

HOME INCARCERATION MONITORING FEES (CITY)					ACCOUNT NUMBER 001 . . 440018			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	0	0.00%
March	0	0.00%	0	0.00%	0	0.00%	0	0.00%
April	0	0.00%	0	0.00%	0	0.00%	0	0.00%
May	0	0.00%	0	0.00%	0	0.00%	400	12.35%
June	0	0.00%	0	0.00%	0	0.00%	220	19.14%
July	0	0.00%	0	0.00%	0	0.00%	620	38.27%
August	0	0.00%	0	0.00%	0	0.00%	420	51.23%
September	0	0.00%	0	0.00%	0	0.00%	540	67.90%
October	0	0.00%	0	0.00%	0	0.00%	100	70.99%
November	0	0.00%	0	0.00%	0	0.00%	240	78.40%
December	0	0.00%	0	0.00%	0	0.00%	700	100.00%
TOTAL/% Chg	0	0.00%	0	0.00%	0	0.00%	3,240	N/A

Note: Prior to 2003 these funds were deposited into 001..440014. City Court Miscellaneous Fees.

CITY CONSTABLE CIVIL FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440030

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:2002 B 33:1704	<i>Plan of Government</i> Section 11.04 City Court <i>En Banc</i> order, 01/01/04

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S.13:2002 B provides that costs of court in civil proceedings shall be paid into the City General Fund. L.R.S. 33:1704 entitles constables to fees of office and no more in civil matters, and sets forth the amounts that may be charged.

Local: Section 11.04 of *The Plan of Government* grants the court full power to make and promulgate its own rules of court, including the right to set and collect civil fees. The ***En Banc Order*** dated January 1, 2004, sets the latest amounts for filing fees in City Court.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance—Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Filing fees paid by **persons filing civil suits in City Court** include a fee for service of those suits by the City Constable. **Other city courts** pay the City Constable for suits to be served in Baton Rouge. **Persons paying garnishments** pay constable fees related to those garnishments.

COMPUTATION OF FEE:

See list of City Constable civil fees provided in L.R.S. 33:1704, on file in the Finance Department—Budgeting Division.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CITY CONSTABLE CIVIL FEES (CITY)					ACCOUNT NUMBER 001 . . 440030			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	40,760	7.51%	53,901	9.15%	48,741	8.99%	42,567	7.87%
February	41,534	15.15%	47,087	17.14%	45,977	17.48%	43,475	15.90%
March	46,972	23.80%	49,825	25.59%	39,850	24.83%	45,027	24.22%
April	23,481	28.13%	51,437	34.32%	51,373	34.31%	43,313	32.22%
May	46,698	36.72%	45,956	42.12%	48,249	43.22%	43,376	40.24%
June	42,412	44.53%	44,765	49.72%	45,046	51.53%	17,101	43.40%
July	43,890	52.62%	50,409	58.27%	18,327	54.91%	43,199	51.38%
August	56,699	63.06%	22,176	62.04%	71,014	68.01%	72,362	64.75%
September	69,481	75.85%	81,700	75.90%	47,428	76.77%	54,030	74.73%
October	42,479	83.67%	51,536	84.65%	42,529	84.61%	18,614	78.17%
November	52,248	93.29%	46,190	92.48%	17,422	87.83%	56,731	88.66%
December	36,435	100.00%	44,286	100.00%	65,951	100.00%	61,392	100.00%
TOTAL/% Chg	543,089	44.23%	589,268	8.50%	541,907	-8.04%	541,187	-0.13%

NOTES: The increase in 2000 revenues is attributed to additional personnel hired by City Court to help disburse civil fees in a more timely manner.

METRONET SERVICES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440050 Parish 002 . . 440050

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Intergovernmental Agreement with EBRP Sheriff's Office, the 19 th Judicial District Court, Baton Rouge Fire Credit Union, and the Baker City Court

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: City of Baton Rouge and the East Baton Rouge Parish have entered into intergovernmental agreements with the Sheriff's Office, the 19th Judicial District Court, Baton Rouge Fire Credit Union, and the Baker City Court to provide Internet access and online services through the City-Parish Information Services Department. A monthly fee per user provides these agencies with Internet e-mail, MetroNet services, and support from the IS Department.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Finance-Administration division.

Transmittal: Recorded as received.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

The East Baton Rouge Parish Sheriff's Office, the 19th Judicial District Court, Baton Rouge Fire Credit Union, and the Baker City Court.

COMPUTATION OF FEE:

The fee is a set rate per month by the Information Services Department based on users.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

METRONET SERVICES (CITY)					ACCOUNT NUMBER 001 . . 440050			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	171	6.28%	366	6.96%	330	6.19%	438	5.49%
February	171	12.55%	234	11.42%	0	6.19%	510	11.88%
March	189	19.49%	234	15.87%	798	21.17%	438	17.37%
April	43	21.06%	702	29.22%	696	34.23%	678	25.86%
May	378	34.94%	618	40.98%	438	42.45%	750	35.26%
June	189	41.87%	438	49.32%	438	50.68%	678	43.76%
July	0	41.87%	258	54.22%	438	58.90%	678	52.26%
August	309	53.21%	630	66.21%	438	67.12%	678	60.75%
September	309	64.55%	438	74.54%	180	70.50%	1,098	74.51%
October	372	78.20%	438	82.88%	696	83.56%	678	83.01%
November	228	86.57%	282	88.24%	438	91.78%	678	91.50%
December	366	100.00%	618	100.00%	438	100.00%	678	100.00%
TOTAL	2,725		5,256		5,328		7,980	

METRONET SERVICES (PARISH)					ACCOUNT NUMBER 002 . . 440050			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	114	5.49%	244	6.96%	220	6.19%	292	5.49%
February	114	11.88%	156	11.42%	0	6.19%	340	11.88%
March	126	17.37%	156	15.87%	532	21.17%	292	17.37%
April	28	25.86%	468	29.22%	464	34.23%	452	25.86%
May	252	35.26%	412	40.98%	292	42.45%	500	35.26%
June	126	43.76%	292	49.32%	292	50.68%	452	43.76%
July	0	52.26%	172	54.22%	292	58.90%	452	52.26%
August	206	60.75%	420	66.21%	292	67.12%	452	60.75%
September	206	74.51%	292	74.54%	120	70.50%	732	74.51%
October	248	83.01%	292	82.88%	464	83.56%	452	83.01%
November	152	91.50%	188	88.24%	292	91.78%	452	91.50%
December	244	100.00%	412	100.00%	292	100.00%	452	100.00%
TOTAL	1,816		3,504		3,552		5,320	
COMB/% Chg	4,541	298.33%	8,760	92.91%	8,880	1.37%	13,300	49.77%

NOTE: The 2000 increase is due to its being the first full year of revenue collections and the additional intergovernmental agreement with the 19th Judicial District Court.

The increase in revenues in 2001 is due to the first full year of revenue collections from the 19th Judicial District Court.

The increase in revenues in 2003 is due to an increase in monthly fee for the EBRP Sheriff's Office beginning in April of 2003 and the addition of the Baton Rouge Fire Credit Union.

**FISCAL MANAGEMENT FEES
FISCAL MANAGEMENT FEES — INVENTORY
FISCAL MANAGEMENT FEES — AUCTION FACILITY**

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440101 Fiscal Mgmt. Fees
	Parish 002 . . 440101
	City 001 . . 440102 Inventory
	Parish 002 . . 440102
	City 001 . . 440103 Auction Facility
	Parish 002 . . 440103

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
OMB Circular A-87	N/A	Annual Budget Process

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: OMB Circular A-87 sets forth the policies and procedures in preparing the cost allocation plan to be applied to federal programs.

State: N/A

Local: Fiscal management fees for special revenue funds, inventory, and the auction facility are addressed during the annual budget process.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Finance—Accounting Division.

Transmittal: Recorded periodically by the Accounting Division.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Fiscal Management Fees: A majority of the **grants** for which the City-Parish has been designated as the fiscal manager as well as a majority of **special funds** are charged a fiscal management fee (also referred to as grant administration fee or indirect cost). See chart on following page. Grants for capital equipment and police overtime are generally excluded from the assessment of the fee.

Fiscal Management Fees—Inventory: **Purchasers of goods at the DPW Warehouse** pay this fee.

Fiscal Management Fees—Auction Facility: Those **departments and agencies contributing surplus inventory for sale at public auction** pay a percentage of gross receipts, which is used for maintenance of the auction facility, payment of auctioneer fees, and for inventory storage costs.

PROGRAM	2000 TOTAL	2001 TOTAL	2002 TOTAL	2003 TOTAL
BRACA	416,834.50	195,265.86	665,802.29	208,340.00
WIA	160,147.72	149,944.78	165,004.70	172,218.92
Community Development	216,574.29	203,865.22	334,584.81	508,005.46
Juvenile Gun Violence	4,831.00	2,880.00	1,015.73	0.00
Summer Food	7,810.40	9,955.56	0.00	6,811.01
LaJet	10,322.96	19,420.66	22,035.43	18,345.34
District Attorney - IV D	24,042.10	20,531.96	17,771.59	0.00
LIHEAP	0.00	3,101.70	3,976.52	2,556.16
Project Safe Neighborhood	0.00	0.00	0.00	1,237.33
Project Sentry	0.00	0.00	0.00	1,331.12
Miscellaneous Grants	0.00	0.00	3,467.68	5,565.49
Total Grant Funds	840,562.97	604,965.74	1,213,658.75	924,410.83
Special Funds	4,379,590.00	4,322,310.00	4,442,620.03	4,602,800.00
GRAND TOTAL	5,220,152.97	4,927,275.74	5,656,278.78	5,527,210.83

COMPUTATION OF FEE:

Various General Fund departments provide support services to other departments, agencies, and programs. These include personnel services; purchasing services; legal services of the parish attorney; financial services, such as accounting, auditing, and budgeting; management information services; and building maintenance. Maximus, Inc., conducts annual studies to determine the allocation of these services and the proper rate or amounts to be charged therefor. These consultants then provide two cost allocation plans. For 2003, for example, the two plans are:

- (A) a plan based on actual expenditures for the fiscal year ending December 31, 2001; and
- (B) a plan based on beginning budgeted expenditures for the year ending December 31, 2002.

Plan A above is prepared in accordance with the policies and procedures contained in OMB Circular A-87 and must be approved by the U.S. Department of Housing and Urban Development. It is then used to determine the rate to be charged to federal grants and programs in 2003. Plan B, also known as the Full-Cost Plan, is used to determine actual amounts to be appropriated in all special (non-grant) funds for 2003.

An administrative charge of 2.0% is assessed on goods purchased at the DPW Warehouse.

Departments and agencies contributing surplus inventory for sale at public auction are assessed a fee of 5% to 10% of gross receipts (percentage depends on actual auction expenses and facility needs).

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

Upon audit of the grants concerned, if indirect costs are determined not to be allowable or to be in excess of the proper amount to be charged, the Accounting Division will make the proper adjustments to credit the grant for the unallowable portion.

Limitations vary according to grant regulations.

FISCAL MANAGEMENT FEES - FEES
FISCAL MANAGEMENT FEES - INVENTORY
FISCAL MANAGEMENT FEES - AUCTION FACILITY

001 .. or 002 .. 440101
001 .. or 002 .. 440102
001 .. or 002 .. 440103

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

FISCAL MANAGEMENT FEES (CITY)					ACCOUNT NUMBER 001 .. 440101			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	185,453	7.11%	192,850	7.83%	185,174	6.55%	199,033	7.20%
February	189,873	14.38%	187,116	15.42%	194,732	13.43%	192,650	14.17%
March	198,209	21.97%	194,345	23.31%	194,195	20.30%	255,294	23.41%
April	218,163	30.33%	215,150	32.04%	241,730	28.85%	205,000	30.83%
May	190,591	37.63%	204,143	40.33%	198,053	35.85%	197,729	37.98%
June	215,949	45.91%	186,747	47.91%	228,709	43.94%	267,564	47.66%
July	230,804	54.75%	193,666	55.77%	231,061	52.11%	214,598	55.43%
August	184,441	61.82%	215,720	64.53%	194,429	58.98%	201,341	62.72%
September	186,881	68.98%	181,134	71.88%	199,658	66.04%	272,122	72.56%
October	207,493	76.93%	218,769	80.76%	228,320	74.11%	200,349	79.81%
November	203,539	84.73%	186,368	88.32%	189,982	80.83%	200,423	87.06%
December	398,681	100.00%	287,630	100.00%	542,097	100.00%	357,503	100.00%
TOTAL	2,610,077		2,463,638		2,828,140		2,763,606	

FISCAL MANAGEMENT FEES (PARISH)					ACCOUNT NUMBER 002 .. 440101			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	185,453	7.11%	192,850	7.83%	185,174	6.55%	199,033	7.20%
February	189,873	14.38%	187,117	15.42%	194,732	13.43%	192,650	14.17%
March	198,209	21.97%	194,344	23.31%	194,195	20.30%	255,294	23.41%
April	218,163	30.33%	215,150	32.04%	241,791	28.85%	205,000	30.83%
May	190,591	37.63%	204,143	40.33%	198,053	35.85%	197,729	37.98%
June	215,949	45.91%	186,737	47.91%	228,709	43.94%	267,564	47.66%
July	230,804	54.75%	193,666	55.77%	231,060	52.11%	214,598	55.43%
August	184,441	61.82%	215,720	64.53%	194,429	58.98%	201,341	62.72%
September	186,880	68.98%	181,134	71.88%	199,658	66.04%	272,122	72.56%
October	207,493	76.93%	218,769	80.76%	228,320	74.12%	198,865	79.76%
November	203,539	84.73%	186,368	88.32%	189,982	80.83%	201,907	87.06%
December	398,681	100.00%	287,640	100.00%	542,036	100.00%	357,502	100.00%
TOTAL	2,610,076		2,463,638		2,828,139		2,763,605	
COMB/% Chg	5,220,153	-1.36%	4,927,276	-5.61%	5,656,279	14.80%	5,527,211	-2.28%

FISCAL MANAGEMENT FEES - FEES
FISCAL MANAGEMENT FEES - INVENTORY
FISCAL MANAGEMENT FEES - AUCTION FACILITY

001 .. or 002 .. 440101
001 .. or 002 .. 440102
001 .. or 002 .. 440103

FISCAL MANAGEMENT INVENTORY FEES (CITY)					ACCOUNT NUMBER 001 .. 440102			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	2,146	12.42%	2,334	6.37%	2,084	10.06%	1,508	14.88%
February	2,877	29.08%	3,496	15.90%	1,373	16.68%	1,818	32.83%
March	2,322	42.52%	2,364	22.35%	2,308	27.82%	1,672	49.33%
April	3,221	61.16%	4,087	33.49%	1,668	35.87%	1,635	65.47%
May	3,025	78.67%	2,304	39.78%	1,671	43.94%	1,837	83.60%
June	2,565	93.52%	0	39.78%	1,651	51.91%	1,823	101.59%
July	2,565	108.36%	7,974	61.52%	0	51.91%	1,267	114.09%
August	2,565	123.21%	2,483	68.29%	3,041	66.58%	0	114.09%
September	(3,530)	102.78%	3,042	76.59%	2,289	77.63%	3,934	152.92%
October	3,669	124.02%	2,755	84.10%	2,310	88.78%	7	152.99%
November	2,478	138.36%	3,137	92.66%	1,692	96.94%	1,484	167.64%
December	(6,627)	100.00%	2,692	100.00%	633	100.00%	(6,853)	100.00%
TOTAL	17,276		36,668		20,720		10,132	

FISCAL MANAGEMENT INVENTORY FEES (PARISH)					ACCOUNT NUMBER 002 .. 440102			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,431	12.41%	1,556	6.29%	1,389	10.02%	1,005	10.08%
February	1,918	29.05%	2,331	15.71%	915	16.63%	1,211	22.22%
March	1,548	42.48%	1,576	22.08%	1,539	27.74%	1,115	33.40%
April	2,147	61.11%	2,725	33.09%	1,112	35.76%	1,090	44.33%
May	2,017	78.61%	1,536	39.30%	1,114	43.80%	1,225	56.62%
June	1,710	93.44%	0	39.30%	1,100	51.74%	1,214	68.79%
July	1,710	108.28%	5,316	60.78%	0	51.74%	845	77.27%
August	1,710	123.11%	1,655	67.47%	2,028	66.38%	0	77.27%
September	(2,353)	102.70%	2,028	75.66%	1,526	77.39%	2,623	103.57%
October	2,446	123.92%	1,837	83.08%	1,540	88.50%	994	113.54%
November	1,652	138.25%	2,091	91.53%	1,128	96.64%	0	113.54%
December	(4,409)	100.00%	2,095	100.00%	465	100.00%	(1,350)	100.00%
TOTAL	11,527		24,746		13,856		9,972	
COMB/% Chg	28,803	-66.05%	61,414	113.22%	34,576	-43.70%	20,104	-41.86%

NOTES: In 1990, the Internal Service Fund for Central Stores was abolished, and the operations of the DPW Warehouse were returned to the General Fund. An administrative charge was assessed for goods purchased at the warehouse to cover possible spoilage. This revenue accounts for the difference between that administrative charge and the actual shrinkage in inventories. The administrative charge was 3.5% until 2002, when it was decreased to 2.0%.

In September and December 2000 an adjustment was made to write off obsolete inventory. The increase in revenues in 2001 is due to a combination of increased sales and a large decrease in revenues in the prior year.

The decrease in 2002 is a result of the lowering of the administrative charge to 2.0%, as mentioned above. Amounts collected from the 3.5% administrative charge that were not needed to cover spoilage were reserved for a new building at the Valley Street location. As a result of this building's completion the administrative charge was appropriately lowered.

In December 2003 an adjustment was made to write off obsolete inventory.

FISCAL MANAGEMENT FEES - FEES
FISCAL MANAGEMENT FEES - INVENTORY
FISCAL MANAGEMENT FEES - AUCTION FACILITY

001 .. or 002 .. 440101
001 .. or 002 .. 440102
001 .. or 002 .. 440103

FISCAL MANAGEMENT FEES - AUCTION FACILITY (CITY)					ACCOUNT NUMBER 001 .. 440103			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
March	0	0.00%	0	0.00%	0	0.00%	26,146	50.34%
May	0	0.00%	0	0.00%	12,307	100.00%	0	50.34%
June	0	0.00%	0	0.00%	0	100.00%	0	50.34%
July	0	0.00%	0	0.00%	0	100.00%	0	50.34%
August	28,092	58.75%	0	0.00%	0	100.00%	0	50.34%
October	0	58.75%	26,256	100.00%	0	100.00%	0	50.34%
November	19,722	100.00%	0	100.00%	0	100.00%	25,793	100.00%
December	0	100.00%	0	100.00%	0	100.00%	0	100.00%
TOTAL	47,814		26,256		12,307		51,939	

FISCAL MANAGEMENT FEES - AUCTION FACILITY (PARISH)					ACCOUNT NUMBER 002 .. 440103			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
March	0	0.00%	0	0.00%	0	0.00%	17,431	54.66%
May	0	0.00%	0	0.00%	8,204	100.00%	0	54.66%
June	0	0.00%	0	0.00%	0	100.00%	0	54.66%
July	0	0.00%	0	0.00%	0	100.00%	0	54.66%
August	18,728	58.75%	0	0.00%	0	100.00%	0	54.66%
October	0	58.75%	17,504	100.00%	0	100.00%	0	54.66%
November	13,149	100.00%	0	100.00%	0	100.00%	14,461	100.00%
December	0	100.00%	0	100.00%	0	100.00%	0	100.00%
TOTAL	31,877		17,504		8,204		31,892	
COMB/% Chg	79,691	33.50%	43,760	-45.09%	20,511	-53.13%	83,831	308.71%

NOTES: Because the City-Parish has implemented a replacement schedule for many pieces of equipment, the surplus pieces must be stored and safeguarded until they can be sold at public auction. The auction facility was constructed for this purpose, with participating departments and agencies paying a percentage of gross proceeds for storage and maintenance costs at the facility.

In 2001 and 2002 only one auction was held. Because of budget constraints, many departments are postponing replacement of equipment, so that there have been fewer items sold. In 2000 and 2003 two auctions were held.

SALES TAX COLLECTION CHARGES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440111 Parish 002 . . 440111

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 33:1324	Contract between the City-Parish and EBRP School Board, March 31, 1966 Contract between the City-Parish and Cities of Baker and Zachary, August 3, 1960 Contract between the City-Parish and City of Baker School Board, undated Contract between the City-Parish and Zachary Community School Board, May 8, 2003 Resolution 28101, 11/23/88 41217, 8/22/01

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 33:1324 authorizes any parish, municipality, or political subdivision of the state, or any combination thereof, to make agreements between or among themselves to engage jointly in the performance of such activity or exercise such power as may be necessary for the completion of an undertaking.

Local: **Contracts and agreements between the City-Parish Government and the East Baton Rouge Parish School Board (3/31/66), the City of Baker School Board (undated), and the Zachary Community School Board (5/8/03),** authorize the City-Parish Director of Finance to collect, along with the collection of the sales tax levied by the City-Parish, the sales and use tax levied by the School Boards. This contract further states that the School Boards will pay a charge to the City-Parish for the cost of administering, collecting, and enforcing collection of the School Board's sales and use tax. **A contract and agreement between the City-Parish and the Cities of Baker and Zachary dated August 3, 1960,** provides that Baker and Zachary pay the City-Parish for their proportionate share of the consolidated form of tax return. **Resolutions 28101** of November 23, 1988 (Sewer Sales Tax Fund), and **82201** of August 22, 2001 (Parish Street Maintenance Fund), specify that the "reasonable and necessary expenses of collection and administration" will be deducted from those sales tax revenues dedicated to the repair of city and parish roads and sewers.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Finance—Revenue Division collects the sales taxes from which these collection charges are deducted.

Transmittal: Revenues are recorded monthly by the Department of Finance—Accounting Division.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

The School Boards and the Cities of Baker and Zachary pay their pro rata share of the cost of collection of the sales and use tax. The Parish Sewer Sales Tax Fund and the Parish Street Maintenance Fund (through 6/30/97) are also assessed for their pro rata share of the cost of collection.

COMPUTATION OF FEE:

Each month's sales and use tax is sent to the respective taxing authorities by wire transfer in four installments. The first installment is due on the 20th of the month in which the tax is received by the Revenue Division, the second on the 25th of the same month, the third on the last day of the month, and the fourth on the 10th of the following month. From the fourth installment a percentage is deducted from of the month's tax as estimated collection costs. The actual percentage for 2000 was 1.10%; for 2001, 1.07%; for 2002, 1.05%; and for 2003, 1.11%. The estimated collection cost for 2004 is 1.12%. The percentage assessed is adjusted each year. At the end of each year, when the actual costs are calculated, the amounts already charged are adjusted to reflect the actual costs.

The collection cost percentage is assessed against general sales and use taxes, penalties and interest, and audit collections. The sales taxes assessed against vehicle sales are paid directly to the State Vehicle Commissioner and are excluded from the assessment. The collection costs for the sales tax dedicated for road rehabilitation, which began July 1, 1990, were waived by the Administration through June 30, 1993. Beginning July 1, 1993, this charge began to be assessed to the Parish Street Maintenance Fund. This portion of the collection fee was used as a local match for federal and state funding. Effective July 1, 1997, the sales tax dedication for road rehabilitation projects was changed from 100% rehabilitation to 40% for rehabilitation and 60% for road construction, and at that time the City-Parish discontinued the collection charge assessment on this ½ of 1% tax.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

It was City-Parish policy to restrict all collections from the Parish Street Maintenance Fund for use as matching funds for federal and state grants. Beginning 7/1/97 no collection fee has been charged to this fund.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SALES TAX COLLECTION CHARGES (CITY)					ACCOUNT NUMBER 001 . . 440111			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	(87,129)	-11.30%	(82,506)	-11.23%	(77,825)	-9.86%	0	0.00%
February	87,129	0.00%	77,785	-0.64%	77,825	0.00%	0	0.00%
March	48,500	6.29%	37,571	4.47%	59,506	7.54%	62,363	7.89%
April	44,254	12.03%	58,096	12.38%	61,248	15.30%	62,044	15.74%
May	68,180	20.88%	64,427	21.15%	69,990	24.17%	67,927	24.34%
June	65,856	29.42%	64,274	29.90%	64,380	32.33%	66,280	32.73%
July	66,641	38.07%	63,889	38.60%	65,480	40.63%	69,426	41.52%
August	64,686	46.46%	61,866	47.02%	65,888	48.98%	56,236	48.63%
September	64,464	54.82%	62,008	55.46%	62,675	56.92%	63,762	56.70%
October	67,693	63.60%	62,650	63.99%	65,390	65.21%	63,000	64.68%
November	66,660	72.25%	61,711	72.39%	62,169	73.09%	67,748	73.25%
December	213,886	100.00%	202,807	100.00%	212,340	100.00%	211,370	100.00%
TOTAL	770,820		734,578		789,066		790,156	

SALES TAX COLLECTION CHARGES (PARISH)					ACCOUNT NUMBER 002 . . 440111			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	(87,129)	-11.30%	(82,505)	-11.23%	(77,825)	-9.86%	0	0.00%
February	87,129	0.00%	77,785	-0.64%	77,825	0.00%	0	0.00%
March	48,500	6.29%	37,571	4.47%	59,506	7.54%	62,363	7.89%
April	44,254	12.03%	58,096	12.38%	61,248	15.30%	62,044	15.74%
May	68,180	20.88%	64,427	21.15%	69,990	24.17%	67,927	24.34%
June	65,856	29.42%	64,274	29.90%	64,380	32.33%	66,280	32.73%
July	66,641	38.07%	63,888	38.60%	65,480	40.63%	69,426	41.52%
August	64,686	46.46%	61,866	47.02%	65,888	48.98%	56,236	48.63%
September	64,464	54.82%	62,008	55.46%	62,675	56.92%	63,762	56.70%
October	67,693	63.60%	62,650	63.99%	65,390	65.21%	63,000	64.68%
November	66,661	72.25%	61,711	72.39%	62,169	73.09%	67,748	73.25%
December	213,886	100.00%	202,807	100.00%	212,340	100.00%	211,370	100.00%
TOTAL	770,821		734,578		789,066		790,156	
COMB/% Chg	1,541,641	0.88%	1,469,156	-4.70%	1,578,132	7.42%	1,580,312	0.14%

NOTE: Actual collection costs were as follows:

	2000	2001	2002	2003
EBRP School Board	\$ 668,349	\$ 627,339	\$ 648,696	\$644,598
EBRP School System EFID *	561,282	543,642	562,487	558,237
Parish Sewer Sales Tax Fund	293,471	274,999	283,927	288,848
City of Baker	32,418	30,009	32,398	31,406
City of Zachary	44,067	42,982	44,714	46,044
Parish Street Maintenance Fund **	0	0	0	0
Baker School Board	0	0	0	10,471
Zachary School Board	0	0	0	24,220
Subtotal	1,599,587	1,518,971	1,572,222	\$1,603,824
Adjustments for under-collections or (overpayments) in prior year	(57,329)	(49,442)	5,910	(23,513)
Other Adjustments ***	(617)	(373)	0	0
Total Adjustment	(57,946)	(49,815)	5,910	(23,513)
TOTAL SALES TAX COLLECTION CHARGES	\$ 1,541,641	\$ 1,469,156	\$ 1,578,132	\$1,580,311

* On November 3, 1998, citizens elected to levy a 1% additional sales tax for the East Baton Rouge Parish School System Educational Facilities Improvement District.

** See section entitled COMPUTATION OF FEE for explanation.

*** In 2000 an adjustment for over-collection in the Cities of Baker and Zachary was made twice; a correction was made in 2001 to reverse this error.

OCCUPANCY TAX COLLECTION CHARGES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440114 Parish 002 . . 440114

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	L.R.S. 33:4574 L.R.S. 33:4574.1-A(G)	Ordinances 9024, 12/13/89 9430, 5/13/92 Resolution 36969, 6/26/96 36970, 6/26/96 39218, 1/13/99

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 33:4574 authorized the governing authority of any parish to form a tourist commission and to levy an occupancy tax to provide funds for its operation, retaining a reasonable sum for a collection fee. L.R.S. 33:4574.1-A(G) authorized the Baton Rouge Area Convention and Visitors Bureau to levy and collect an additional 1% tax on the occupancy of hotel rooms, motel rooms, and overnight camping facilities within East Baton Rouge Parish, effective January 1, 1999. The proceeds from this tax are to be used for capital improvements and expansion of the Riverside Centroplex Arena and Exhibition Center.

Local: Ordinance 9024 of December 13, 1989, as amended by Ordinance 9430 of May 13, 1992, provided that the Finance Department may deduct from the 3% hotel-motel tax authorized at that time a collection fee of \$500 per month to defray the costs of collecting the tax, maintaining the necessary records, and forwarding the proceeds to the Baton Rouge Convention and Visitors Commission. Resolutions 36969 and 36970 of June 26, 1996, re-created the Commission as a political subdivision of the State of Louisiana and authorized the execution of agreements that, among other provisions, allow the Director of Finance to continue to deduct this collection fee. Resolution 39218 of January 13, 1999, amended the Intergovernmental Agreement authorized by Resolution 36970 to make provisions for an additional 1% tax; the collection fee remains at \$500 per month.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The hotel/motel operators collect the occupancy tax from their patrons and forward it to the Finance Department—Revenue Division monthly.

Transmittal: This charge is deducted and recorded by the Finance Department—Accounting Division monthly when the proceeds of the tax are received.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

A 4% tax is levied upon the occupancy of hotel and motel rooms located within the City-Parish. The tax is paid by the person who is entitled to occupancy of the hotel or motel room to the owner, operator, manager, or controller of the hotel at the time the rent or fee for occupancy is paid which owner, operator, etc., is required to collect this tax and remit the same to the Director of Finance each month. The Department of Finance then deducts the collection fee from the monies received.

COMPUTATION OF FEE:

The monthly collection fee is set at **\$500**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

OCCUPANCY TAX COLLECTION CHARGE (CITY)					ACCOUNT NUMBER 001 . . 440114			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	(250)	-8.33%	(250)	-8.33%	(250)	-8.33%	0	0.00%
February	250	0.00%	250	0.00%	250	0.00%	0	0.00%
March	250	8.33%	250	8.33%	250	8.33%	250	8.33%
April	250	16.67%	250	16.67%	250	16.67%	250	16.67%
May	250	25.00%	250	25.00%	250	25.00%	250	25.00%
June	250	33.33%	250	33.33%	250	33.33%	250	33.33%
July	250	41.67%	250	41.67%	250	41.67%	250	41.67%
August	250	50.00%	250	50.00%	250	50.00%	250	50.00%
September	250	58.33%	250	58.33%	250	58.33%	250	58.33%
October	250	66.67%	250	66.67%	250	66.67%	250	66.67%
November	250	75.00%	250	75.00%	250	75.00%	250	75.00%
December	750	100.00%	750	100.00%	750	100.00%	750	100.00%
TOTAL	3,000		3,000		3,000		3,000	

OCCUPANCY TAX COLLECTION CHARGE (PARISH)					ACCOUNT NUMBER 002 . . 440114			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	(250)	-8.33%	(250)	-8.33%	(250)	-8.33%	0	0.00%
February	250	0.00%	250	0.00%	250	0.00%	0	0.00%
March	250	8.33%	250	8.33%	250	8.33%	250	8.33%
April	250	16.67%	250	16.67%	250	16.67%	250	16.67%
May	250	25.00%	250	25.00%	250	25.00%	250	25.00%
June	250	33.33%	250	33.33%	250	33.33%	250	33.33%
July	250	41.67%	250	41.67%	250	41.67%	250	41.67%
August	250	50.00%	250	50.00%	250	50.00%	250	50.00%
September	250	58.33%	250	58.33%	250	58.33%	250	58.33%
October	250	66.67%	250	66.67%	250	66.67%	250	66.67%
November	250	75.00%	250	75.00%	250	75.00%	250	75.00%
December	750	100.00%	750	100.00%	750	100.00%	750	100.00%
TOTAL	3,000		3,000		3,000		3,000	
COMB/% Chg	6,000	0.00%	6,000	0.00%	6,000	0.00%	6,000	0.00%

**NSF CHECK CHARGES—FINANCE
NSF CHECK CHARGES—SOLID WASTE**

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440115 (Finance) City 001 . . 440120 (Solid Waste)

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 14:71	Resolution 24399, 09/26/85 Ordinances 9733, 10/27/93 9157, 10/10/90

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 14:71 defines issuing a worthless check as the issuing in exchange for anything of value, with intent to defraud, of any check, draft, or order for the payment of money upon any bank or other depository, knowing at the time of the issuing that the offender has not sufficient credit with the bank or other depository for the payment of such check, draft, or order in full upon its presentation.

Local: Resolution 24399 of September 26, 1985, as amended by Ordinance 9733 of October 27, 1993, authorizes the Department of Finance to charge \$15.00 for each "NSF" check tendered to the City-Parish government, to cover administrative costs for handling such checks. Ordinance 9157 of October 10, 1990, established an "NSF" fee for worthless Solid Waste User Fee checks issued to the Service Fee Business Office.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The City-Parish department/agency that initially received the check.

Transmittal: Remitted to the Finance Department daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Whoever issues a worthless check must pay the NSF check fee.

COMPUTATION OF FEE:

The fee is \$15.00 for each check returned to the City-Parish because of insufficient funds.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

NSF CHECK CHARGES - FINANCE (CITY)					ACCOUNT NUMBER 001 . . 440115			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	195	3.72%	270	6.21%	205	5.94%	256	5.77%
February	165	6.86%	661	21.42%	323	15.31%	176	9.74%
March	666	19.57%	518	33.34%	496	29.69%	390	18.53%
April	419	27.56%	358	41.58%	205	35.63%	810	36.79%
May	510	37.28%	203	46.25%	265	43.32%	274	42.97%
June	452	45.90%	416	55.82%	283	51.52%	362	51.13%
July	437	54.23%	190	60.19%	307	60.42%	293	57.73%
August	549	64.70%	263	66.24%	208	66.45%	500	69.00%
September	495	74.14%	264	72.32%	293	74.95%	264	74.95%
October	474	83.18%	319	79.66%	181	80.20%	364	83.16%
November	301	88.92%	204	84.35%	184	85.53%	260	89.02%
December	581	100.00%	680	100.00%	499	100.00%	487	100.00%
TOTAL/% Chg	5,244	-18.51%	4,346	-17.12%	3,449	-20.64%	4,436	28.62%

NOTE: Because the Baton Rouge Water Company collects both sewer fees and solid waste (garbage) fees along with their customers' bills for water consumption, most checks sent in payment of the solid waste fee are made payable to the water company rather than to the City-Parish. Occasionally a bill is sent by the City-Parish for the solid waste fee alone; if that check is returned NSF, this fee would be charged and credited to the NSF Check Charges—Solid Waste revenue account. There have been no revenues in this account since 1999.

BENCH ADVERTISING

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . .440130

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Ordinance City 3839, 12/21/77 8508, 10/14/87 11050, 12/10/97 12547, 1/8/03 12813, 11/25/03 Resolution 26424, 7/8/87 Agreements, 1/1/98, 1/15/03, and 2/1/04

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **City Ordinance 3839** of December 21, 1977, granted to National Concrete Industries, Inc., a franchise to construct and maintain benches for a period of **ten years** at approved locations and stops on bus routes in the City of Baton Rouge and to use and employ same for advertising, providing for a charge for such franchise and for other terms and conditions relating thereto. **Resolution 26424** adopted July 8, 1987, excluded all properties, streets, roads, rights-of-way, etc., adjacent to BREC parks from any future contracts or franchises for concrete benches or other fixtures with advertisements on them. **City Ordinance 8508** of October 14, 1987, renewed the franchise for another **ten years** at approved locations in the City of Baton Rouge, providing for a charge for such franchise and for other terms and conditions relating thereto. **City Ordinance 11050** of December 10, 1997, renewed the franchise for a period of **five years** at approved locations and provided for a charge for such franchise and other terms and conditions relating thereto. An **Agreement between National Concrete Industries and the City-Parish** was signed January 1, 1998, giving National Concrete Industries the exclusive right to place bus benches in appropriate places and to employ the backs of said benches for advertising purposes. **City Ordinance 12547** of January 8, 2003, renewed the franchise for **one year** at approved locations and provided for a charge for such franchise and other terms and conditions relating thereto. An **Agreement between National Concrete Industries and the City-Parish** was signed January 15, 2003, covering the period January 1, 2003, through December 31, 2003. **City Ordinance 12813** of November 25, 2003, renewed the franchise for **five years** at approved locations and provided for a charge for such franchise and other terms and conditions relating thereto. An **Agreement between National Concrete Industries and the City-Parish** was signed February 1, 2004, covering the period January 1, 2004, through December 31, 2008.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: City-Parish Finance Department–Revenue Division.

Transmittal: Recorded as received.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

National Concrete Industries, Inc., the company awarded the franchise for the benches in question, pays this fee to the City-Parish for the exclusive rights granted to it.

COMPUTATION OF FEE:

Beginning January 1, 1998: The franchise fee increased from \$1.00 per bench per month to **10% of gross revenues**; this rate was continued in the 1/1/04 contract.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

Beginning with the 1/15/03 contract, If the amount due is not paid on or before the 10th day of the month, interest is assessed at the rate of 1½% per month, or fractional part thereof, on the unpaid amount due. In addition, there is assessed a penalty equivalent to 5% per month, or fractional part thereof, not to exceed 25% in aggregate of the amount due, when such amount is not paid on or before the 10th day of the month.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

BENCH ADVERTISING (CITY)					ACCOUNT NUMBER 001 . . 440130			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
January	4,910	41.28%	0	0.00%	0	0.00%	926	9.11%
February	0	41.28%	0	0.00%	0	0.00%	1,180	20.72%
March	0	41.28%	0	0.00%	0	0.00%	879	29.37%
April	0	41.28%	0	0.00%	2,082	12.09%	0	29.37%
May	0	41.28%	0	0.00%	7,366	54.85%	0	29.37%
June	0	41.28%	0	0.00%	1,004	60.68%	1,989	48.94%
July	3,623	71.75%	0	0.00%	619	64.27%	792	56.73%
August	0	71.75%	3,197	51.38%	0	64.27%	1,768	74.12%
September	3,360	100.00%	0	51.38%	2,840	80.76%	828	82.27%
October	0	100.00%	1,443	74.57%	731	85.00%	31	82.58%
November	0	100.00%	0	74.57%	1,722	95.00%	1,148	93.87%
December	0	100.00%	1,582	100.00%	862	100.00%	623	100.00%
TOTAL/% Chg	11,893	30.12%	6,222	-47.68%	17,226	176.86%	10,164	-41.00%

NOTES: The 48% decrease in 2001 revenues is due to delinquent payments. Amounts shown in 2001 are for the months of January through April 2001. National Concrete Industries later paid the charges for May through December 2001, but those payments were made too late to be recorded in the proper year and are shown in 2002. This also explains the apparent 177% increase in 2002 revenues. The revenues properly pertaining to each year are estimated to be:

Year	Amount	Total/% Chg.
2000	10,180	-13.29%
2001	9,199	-9.63%
2002	11,978	30.20%
2003	10,284	-14.14%

The revenues reflected in the box above are revenues earned during the calendar year. However due to the payment schedule, the revenues reflected in the monthly collection chart represent revenues actually collected which may include revenues from prior year (Dec 2002 through Nov 2003).

In August 2003 an erroneous deposit was made in the amount of \$1,142 and was corrected in October 2003.

BOARD OF ADJUSTMENT FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440201 Parish 002 . . 440201

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 33:4727	Code of Ordinances Title 7, Chapter 3, Part VIII

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 33:4727 states that the local legislative body may provide for the appointment of a Metropolitan Board of Adjustment for the purpose of hearing and deciding appeals on restrictions and regulations of local zoning provisions or decisions of the Building Official.

Local: Title 7, Chapter 3, Part VIII of the Code of Ordinances of the City of Baton Rouge and the Parish of East Baton Rouge establishes a Board of Adjustment in accordance with L.R.S. 33:4727 and sets the amount of the fee. Any person appealing to the Board for permission to vary the zoning provisions or any decision of the Building Official must pay a fee at the time of filing such appeal.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Public Works—Inspection Division.

Transmittal: Remitted to the Department of Finance—Revenue Division usually daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Appeals to the Board of Adjustment may be taken by any aggrieved person or any officer, department, board, or bureau of the City-Parish affected by any decision of the Building Official. Such appeal must be taken by filing a notice of appeal and paying a fee. In addition, if a sign giving notice of the required public hearing is not posted on the affected property in a timely manner, a re-inspection fee must be paid.

COMPUTATION OF FEE:

Any person applying to the Board of Adjustment or taking an appeal to the Board must pay a fee of **\$45.00** at the time of making said application or appeal to pay for the advertising and other costs of such application or appeal. The re-inspection fee when required is **\$20.00**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

BOARD OF ADJUSTMENT FEES (CITY)					ACCOUNT NUMBER 001 . . 440201			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	375	6.86%	180	4.37%	585	13.25%	180	5.94%
February	740	20.39%	325	12.27%	180	17.33%	180	11.88%
March	785	34.75%	290	19.32%	450	27.52%	315	22.28%
April	305	40.33%	90	21.51%	360	35.67%	245	30.36%
May	410	47.82%	585	35.72%	540	47.90%	270	39.27%
June	200	51.48%	495	47.75%	360	56.06%	45	40.76%
July	260	56.24%	315	55.41%	360	64.21%	540	58.58%
August	315	62.00%	315	63.06%	225	69.31%	360	70.46%
September	1,137	82.79%	290	70.11%	425	78.94%	180	76.40%
October	315	88.55%	420	80.32%	360	87.09%	225	83.83%
November	446	96.71%	540	93.44%	150	90.49%	155	88.94%
December	180	100.00%	270	100.00%	420	100.00%	335	100.00%
TOTAL	5,468		4,115		4,415		3,030	

BOARD OF ADJUSTMENT FEES (PARISH)					ACCOUNT NUMBER 002 . . 440201			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	380	8.30%	360	11.15%	450	15.65%	180	3.77%
February	270	14.20%	225	18.11%	225	23.48%	450	13.18%
March	1,233	41.13%	200	24.30%	180	29.74%	225	17.89%
April	380	49.43%	135	28.48%	200	36.70%	585	30.13%
May	380	57.73%	360	39.63%	360	49.22%	515	40.90%
June	315	64.61%	585	57.74%	200	56.17%	470	50.73%
July	290	70.95%	90	60.53%	135	60.87%	695	65.27%
August	445	80.67%	220	67.34%	405	74.96%	490	75.52%
September	110	83.07%	225	74.30%	135	79.65%	270	81.17%
October	495	93.88%	270	82.66%	90	82.78%	180	84.94%
November	150	97.16%	315	92.41%	225	90.61%	405	93.41%
December	130	100.00%	245	100.00%	270	100.00%	315	100.00%
TOTAL	4,578		3,230		2,875		4,780	
COMB/% Chg	10,046	7.56%	7,345	-26.89%	7,290	-0.75%	7,810	7.13%

SALE OF CONSTRUCTION CODES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440202

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Public Works–Inspection Division.

Transmittal: Remitted to the Finance Department–Revenue Division several times a week.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Construction code books may be purchased by any person who is performing or plans to perform construction work in the City of Baton Rouge and/or the Parish of East Baton Rouge. They are sold at cost plus 15% by the Department of Public Works as a courtesy to the public. The 15% addition covers handling charges.

COMPUTATION OF FEE:

The following is a list of charges for the various construction code books that were available through October 2000:

Standard Mechanical Code (1988) with EBRP Amendments	\$ 60.00
Standard Building Code (1991) with EBRP Amendments	90.00
National Electrical Code (1996) with EBRP Amendments	45.00
Standard Plumbing Code (1991) with EBRP Amendments	42.50
Standard Gas Code (1991)	34.50
One & Two Family Dwelling Code CABO (1995)	52.00

The following is a list of current charges:

Construction Code Reports	\$ 15.00 / weekly download
Monthly Reports	3.50 / month or 24.00 / year
Copies of local amendments when sold separately	7.00 / copy
Photocopies and microfilm copies	0.75 / copy

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SALE OF CONSTRUCTION CODES (CITY)					ACCOUNT NUMBER 001 . . 440202			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	812	7.45%	676	12.02%	234	6.29%	127	2.60%
February	1,288	19.27%	271	16.84%	171	10.88%	829	19.56%
March	1,173	30.03%	757	30.30%	483	23.86%	812	36.18%
April	802	37.39%	249	34.73%	376	33.97%	124	38.71%
May	2,101	56.66%	157	37.52%	330	42.84%	309	45.04%
June	949	65.37%	608	48.33%	278	50.31%	154	48.19%
July	169	66.92%	350	54.55%	223	56.30%	497	58.36%
August	1,292	78.77%	550	64.33%	457	68.58%	271	63.90%
September	949	87.48%	111	66.31%	214	74.33%	427	72.64%
October	867	95.43%	688	78.54%	627	91.19%	704	87.05%
November	202	97.28%	478	87.04%	113	94.22%	335	93.90%
December	296	100.00%	729	100.00%	215	100.00%	298	100.00%
TOTAL/% Chg	10,900	-43.29%	5,624	-48.40%	3,721	-33.84%	4,887	31.34%

NOTES:

In October 2000 the Inspections Division announced that it would not sell construction code books after the inventory on hand was exhausted. The division will provide citizens with a list of resources for obtaining the books themselves. Most of the codes can be obtained through the Internet.

The increase in 2003 is attributed to the large number of yearly construction codes being sold.

SALE OF CONSTRUCTION PLANS

REVENUE TYPE	FUND . . OBJECT
Charges for Services	Parish 002 . . 440203

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 38:2212 A (1) (e)	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 38:2212 A (1) (e) provides that local entities may charge a fee to reproduce contract documents, construction plans, and project specifications for bidding purposes.

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Public Works–Engineering Division.

Transmittal: Remitted to the Finance Department–Revenue Division several times a week.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Contractors who wish to bid on a capital improvement project and who desire the specific construction specifications or plans for that project are required to pay a fee to offset the cost of reproducing the specifications and plans.

COMPUTATION OF FEE:

The following is a list of charges for construction plans:

Number of Sheets	Cost
1 - 5	\$ 10.00
6 - 10	15.00
11 - 15	20.00
16 - 20	25.00
21 - 15	30.00
26 - 30	35.00
31 - 35	40.00
36 - 40	45.00
41 - 45	50.00
46 - 50	55.00

A minimum of \$0.25 will be charged for photocopies, \$3.50 for colored copies, and \$5.00 for one blue line print of specified maps.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SALE OF CONSTRUCTION PLANS (PARISH)					ACCOUNT NUMBER 002 . . 440203			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,547	10.50%	978	7.34%	639	4.53%	810	6.85%
February	1,427	20.18%	1,109	15.65%	850	10.55%	1,002	15.33%
March	916	26.40%	1,184	24.53%	1,433	20.71%	2,130	33.35%
April	1,168	34.32%	1,158	33.22%	1,536	31.60%	1,093	42.59%
May	612	38.47%	781	39.08%	1,158	39.81%	1,107	51.96%
June	1,226	46.79%	1,036	46.85%	1,589	51.07%	1,298	62.94%
July	2,212	61.80%	1,924	61.28%	2,281	67.24%	979	71.22%
August	804	67.26%	1,022	68.95%	1,060	74.75%	628	76.53%
September	710	72.08%	672	73.99%	789	80.34%	369	79.65%
October	2,121	86.47%	1,415	84.60%	589	84.52%	1,221	89.98%
November	1,212	94.69%	1,318	94.49%	242	86.23%	478	94.03%
December	782	100.00%	735	100.00%	1,942	100.00%	706	100.00%
TOTAL/% Chg	14,737	-13.85%	13,332	-9.53%	14,108	5.82%	11,821	-16.21%

PRETRIAL DIVERSION FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440330

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	<i>En Banc</i> Order, City Court, 5/1/90 Ordinance 9646, 9647, 6/23/93

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: The City Court *En Banc* Order of May 1, 1990, defined eligibility criteria, terms of participation, and guidelines for the Pretrial Diversion Program and set forth the fees originally charged for participation in the program. **Ordinances 9646** and **9647**, adopted June 23, 1993, transferred oversight of this program from City Court to the Parish Attorney's office. Budget Supplement 5598 attached to Ordinance 9646 stated that revenue generated by participant fees would be deposited into the General Fund (instead of into the City Court Judicial Expense Fund, as had been done previously).

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Clerk of City Court.

Transmittal: Remitted to the Department of Finance—Revenue Division daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any criminal defendant in City Court accepted for participation in the Pretrial Diversion Program is required to pay the program fee. A program participant who enrolls in a class sponsored by the Pretrial Diversion Program must pay for that class.

COMPUTATION OF FEE:

The **basic program fee is \$150**. If the defendant is charged with a second offense at the same time, the fee is \$200; for three offenses the fee is \$250, which is the maximum fee. The fee is sometimes reduced for indigent defendants. Participants in the Anger Management class and the Responsible Thinking class pay **\$50**. These fees were established by administrative action of the Parish Attorney's office.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

PRETRIAL DIVERSION FEES (CITY)					ACCOUNT NUMBER 001 . . 440330			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	30,154	8.60%	24,504	8.88%	26,190	8.93%	23,927	9.26%
February	30,555	17.32%	17,261	15.13%	24,076	17.15%	23,384	18.30%
March	36,085	27.61%	26,173	24.62%	23,380	25.13%	19,722	25.93%
April	29,890	36.14%	22,775	32.87%	21,089	32.32%	19,622	33.53%
May	26,795	43.78%	24,814	41.86%	24,605	40.71%	19,874	41.21%
June	23,620	50.52%	24,813	50.85%	23,146	48.61%	19,714	48.84%
July	25,410	57.77%	24,235	59.64%	26,790	57.75%	20,885	56.92%
August	29,624	66.22%	25,381	68.83%	26,732	66.87%	20,224	64.75%
September	30,920	75.04%	17,263	75.09%	23,928	75.03%	18,579	71.93%
October	36,248	85.38%	24,559	83.99%	23,579	83.08%	26,471	82.18%
November	18,178	90.57%	23,979	92.68%	24,303	91.37%	20,923	90.27%
December	33,065	100.00%	20,213	100.00%	25,299	100.00%	25,147	100.00%
TOTAL/% Chg	350,544	28.08%	275,970	-21.27%	293,117	6.21%	258,472	-11.82%

NOTES: Increases in 2000 are due to the expansion of the definition of misdemeanor theft from \$99.00 to \$299.00; the acquisition by City Court of underage driving under the influence cases; and an increase in the number of classes being offered by the Pretrial Diversion Program.

The decrease in 2001 is attributable mainly to a decrease in number of participants.

Beginning in 2003, in underage alcohol cases, \$50 of this fee goes to the Constable's Office for evidence testing and \$50 may go to City Court as partial payment of the court's new Expungement Fee.

NOTICE OF INTENT

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440331 Parish 002 . . 440331

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 26:493	Ordinance 12723, 8/27/03

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: **L.R.S. 26:493** provides that the various subdivisions of the state may regulate, but not prohibit, except by referendum vote, the business of wholesaling, retailing, and dealing in alcoholic beverages. No parish or municipality shall, in the exercise of its police power, regulate the business of selling such beverages more than is necessary for the protection of the public health, morals, safety, and peace.

Local: **Ordinance 12723** (the Wine, Beer, and Liquor Ordinance) adopted August 27, 2003, provides that all applicants for Class A, B, & R beer/liquor permits for new businesses must file a statement of intent disclosing the proposed location of the new business. This begins the various notification and approval procedures necessary before a permit is granted.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Parish Attorney acts as collecting agent, deposits funds directly into the bank, and forwards the deposit slips to Finance—Revenue.

Transmittal: Receipts are recorded as deposit slips are received.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person applying for a Class A, B, or R permit for new businesses must file a statement of intent and pay the related fee. The statement of intent must be submitted to the Alcoholic Beverage Control Board, disclosing the proposed location of the establishment.

COMPUTATION OF FEE:

The fee to file a statement of intent is **\$564**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

NOTICE OF INTENT (CITY)					ACCOUNT NUMBER 001 . . 440331			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	9,588	16.50%	9,024	14.16%	7,896	16.09%	7,896	9.33%
February	6,204	27.18%	1,692	16.81%	6,768	29.89%	3,948	14.00%
March	3,948	33.98%	6,204	26.55%	2,820	35.63%	3,384	18.00%
April	5,076	42.72%	10,152	42.48%	4,512	44.83%	4,512	23.33%
May	3,948	49.51%	4,512	49.56%	3,384	51.72%	5,076	29.33%
June	4,512	57.28%	5,076	57.52%	1,692	55.17%	5,076	35.33%
July	1,128	59.22%	3,948	63.72%	3,384	62.07%	3,948	40.00%
August	3,948	66.02%	2,820	68.14%	5,640	73.56%	2,256	42.67%
September	3,948	72.82%	11,844	86.73%	2,820	79.31%	16,356	62.00%
October	3,948	79.61%	2,820	91.15%	3,384	86.21%	10,716	74.67%
November	5,640	89.32%	2,256	94.69%	3,948	94.25%	15,228	92.67%
December	6,204	100.00%	3,384	100.00%	2,820	100.00%	6,204	100.00%
TOTAL	58,092		63,732		49,068		84,600	

NOTICE OF INTENT (PARISH)					ACCOUNT NUMBER 002 . . 440331			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,128	8.70%	1,692	12.00%	1,692	12.50%	1,128	9.52%
February	1,128	17.39%	1,128	20.00%	2,256	29.17%	564	14.29%
March	1,128	26.09%	0	20.00%	564	33.33%	1,692	28.57%
April	0	26.09%	3,384	44.00%	564	37.50%	1,128	38.10%
May	1,128	34.78%	1,128	52.00%	0	37.50%	1,128	47.62%
June	564	39.13%	564	56.00%	564	41.67%	0	47.62%
July	1,128	47.83%	1,128	64.00%	0	41.67%	0	47.62%
August	1,128	56.52%	2,256	80.00%	2,256	58.33%	564	52.38%
September	564	60.87%	0	80.00%	2,256	75.00%	1,692	66.67%
October	1,692	73.91%	0	80.00%	2,256	91.67%	564	71.43%
November	2,820	95.65%	0	80.00%	564	95.83%	1,692	85.71%
December	564	100.00%	2,820	100.00%	564	100.00%	1,692	100.00%
TOTAL	12,972		14,100		13,536		11,844	
COMB/% Chg	71,064	3.28%	77,832	9.52%	62,604	-19.57%	96,444	54.05%

NOTE: This revenue can fluctuate widely from year to year. A large increase may occur when a conglomerate changes a business practice and thus must issue a notice of intent for every store they operate in East Baton Rouge Parish. This explains the reason for the increase in 2001 revenues.

Some of the 2003 increase is attributed to large corporations' changing their name and location, which necessitated the filing of a notice of intent for each location.

ADJUDICATED PROPERTY

REVENUE TYPE	FUND . . OBJECT
Charges for Services	Parish 002 . . 440340

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 13:4720.13 13:4720.15 Act 48 of the Third Extraordinary Session of the Legislature, 1994	Resolution 36873, 5/22/96

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: **L.R.S. 13:4720.13** provides that an adjudication of property to a political subdivision for nonpayment of taxes shall be deemed a tax sale. **L.R.S. 13:4720.15** authorizes the political subdivision to sell the abandoned property. **Act 48** of the Third Extraordinary Session of the **1994** Legislature transfers the responsibility of adjudication of property from the state to the parish where the property is located.

Local: **Resolution 36873** of May 22, 1996, authorizes City-Parish participation in a local services agreement with other taxing bodies to provide for distribution of proceeds and payment of property taxes, charges, and liens from the proceeds of the sale of adjudicated surplus property.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Parish Attorney–Administration/ Property Section.

Transmittal: Transmitted as received to Finance–Accounting.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Anyone wishing to purchase abandoned property must submit a written request to the Property Section of the Parish Attorney's Office. The request must describe the property in question and give the address of the property and the name of the owner of the property at the time of adjudication. A fee must also be included with this letter of request.

COMPUTATION OF FEE:

The basic fee is **\$75.00**, which is assessed to cover the costs of verifying that the property has been adjudicated to the parish; determining the amount of property taxes, penalties, and interest due; determining the amount of other property liens that might be due the City-Parish; and determining whether the property is surplus or needed for public purposes. If the property is not needed for public purposes, the prospective purchaser is notified and provided with an estimate of appraisal fees which must be advanced to the City-Parish in order to proceed. The estimated cost for appraisals is as follows: **\$150 for a vacant subdivision lot; \$250 for a subdivision lot with improvements; and \$350 for acreage**, and those amounts are also deposited into this revenue account. For years through 1997 this account also received any net proceeds of the sale of these properties after taxes had been paid and liens satisfied.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

If the tax debtor redeems the property before the sale of the property by the parish, the adjudication fee is not refunded. However, if the Metropolitan Council adopts an ordinance authorizing the sale of the property to a higher bidder, the adjudication fee is refunded to the unsuccessful bidder.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

ADJUDICATED PROPERTY (PARISH)					ACCOUNT NUMBER 002 . . 440340			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,505	5.52%	320	1.55%	2,140	10.14%	925	6.60%
February	1,830	12.23%	(245)	0.36%	(665)	6.99%	1,395	16.54%
March	818	15.23%	1,965	9.85%	1,525	14.22%	1,787	29.29%
April	3,430	27.81%	1,045	14.90%	1,072	19.30%	440	32.42%
May	1,240	32.36%	2,205	25.54%	3,733	37.00%	2,005	46.72%
June	2,125	40.15%	1,900	34.72%	684	40.24%	567	50.76%
July	2,715	50.11%	1,845	43.63%	1,710	48.35%	1,892	64.25%
August	2,335	58.67%	5,000	67.77%	680	51.57%	1,630	75.88%
September	230,675	904.62%	50	68.01%	1,272	57.60%	2,430	93.20%
October	1,841	911.38%	4,185	88.22%	1,870	66.46%	(160)	92.06%
November	(350)	910.09%	2,235	99.01%	3,690	83.95%	(932)	85.42%
December	(220,896)	100.00%	205	100.00%	3,385	100.00%	2,045	100.00%
TOTAL/% Chg	27,268	27.47%	20,710	-24.05%	21,096	1.86%	14,024	-33.52%

NOTES: In years through 1997, proceeds from the sale of adjudicated property were deposited in this account along with fees. Beginning in 1998, the proceeds of the sale of adjudicated property were deposited into a new account, 002.491101, established for that purpose. In 2000 they totaled \$67,507; in 2001, \$100,195; in 2002, \$197,768; and in 2003, \$197,327.

The negative amount shown in December 2000 represents a \$225,000 correction of an amount posted to this account in error during September 2000.

The decrease in 2003 is attributed to refunds for property redeemed.

MISCELLANEOUS PLANNING COMMISSION CHARGES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . .440401

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances Title 7, Chapter 1, § 13 (Unified Development Code) Ordinance 7445, 2/22/84

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: Title 7, Chapter 1, Section 13 of the Code of Ordinances, as amended by Ordinance 7445 of February 22, 1984, grants the City-Parish Planning Commission the right to set a fee schedule.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: City-Parish Planning Commission.

Transmittal: Transmitted periodically to the Finance Department–Revenue Division.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Anyone requesting a copy of maps, plans, indexes, or pamphlets pays a fee to cover the printing costs.

COMPUTATION OF FEE:

Photocopy (black and white)	\$1.00 for 1 st page; \$0.25/additional page
Unified Development Code book (UDC)	\$35.00
Computer Disk of Subdivision List	\$20.00
Computer Disk of Street Name List	\$20.00
Audio Cassette Tape	\$ 5.00
Subdivision List	\$10.00
Street Name List	\$10.00
Maps:	
Lot and Block (18" x 24")	\$ 2.00
Plat Sheets (24" x 36")	\$ 3.00
Council Districts, Street Map, Census Tract, and Subdivision	\$10.00
Horizon Plan:	
Final Report	\$50.00
Summary	\$10.00
5-year update	\$35.00
Evaluation and Appraisal Report	\$25.00
Strategic Plan Evaluation and Appraisal Report	\$10.00

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

MISCELLANEOUS PLANNING COMMISSION CHARGES (CITY)					ACCOUNT NUMBER 001 . . 440401			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	596	13.80%	489	11.62%	386	12.23%	460	17.75%
February	208	18.61%	452	22.37%	572	30.36%	620	41.68%
March	534	30.97%	518	34.68%	1,189	68.05%	205	49.59%
April	307	38.08%	310	42.05%	(520)	51.57%	170	56.16%
May	514	49.98%	320	49.66%	40	52.84%	255	66.00%
June	330	57.62%	347	57.90%	512	69.06%	130	71.02%
July	545	70.23%	299	65.01%	258	77.24%	72	73.79%
August	240	75.79%	261	71.21%	211	83.93%	282	84.68%
September	146	79.17%	5,656	205.66%	8	84.18%	121	89.35%
October	358	87.45%	(4,863)	90.06%	140	88.62%	144	94.91%
November	389	96.46%	321	97.69%	251	96.58%	52	96.91%
December	153	100.00%	97	100.00%	108	100.00%	80	100.00%
TOTAL/% Chg	4,320	-23.53%	4,207	-2.62%	3,155	-25.01%	2,591	-17.88%

NOTE: During 1999 the Unified Development Code book became accessible over the Internet, resulting in a decrease in revenues from Code book sales. 2000 was the first full year of Internet accessibility, and there was a further loss of sales revenues.

ZONING FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440402 Parish 002 . . 440402

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances, Title 7 (Unified Development Code) Ordinance 7445, 2/22/84

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Title 7 of the Code of Ordinances (Unified Development Code)** of the City of Baton Rouge and Parish of East Baton Rouge provides that any proposed amendment to the zoning laws must be advertised in the official journal of the City-Parish. An additional advertisement must be inserted in block ad form in a newspaper of general circulation published in the City-Parish three times not less than ten days prior to the date set for the public hearing on the proposed amendment, with the cost of such additional block advertisement being borne by the applicants for the proposed amendment. **Ordinance 7445** of February 22, 1984, states that a fee schedule shall be adopted by the Planning Commission to cover the cost of processing any requests contained in the zoning regulations. In 1997 **Title 7 of the Code of Ordinances** was incorporated into the Unified Development Code and printed as a separate volume.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: City-Parish Planning Commission.

Transmittal: Remitted to the Finance Department–Revenue Division several times a month.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any citizen who petitions the Planning and Zoning Commission for a change or amendment to the zoning laws must pay costs. Before the Planning and Zoning Commission will consider any such proposed amendment, the proposed amendment must be advertised in accordance with law in the official journal of the City-Parish. An additional advertisement must be inserted in block ad form not less than two columns wide in a newspaper of general circulation published in the City-Parish three times not less than ten days prior to the date set for the public hearing on the proposed amendment. **The cost for such additional block advertisement must be borne by the applicant** for the proposed amendment.

COMPUTATION OF FEE:

The rezoning processing fee, which includes the cost of the block advertisement, is computed by using the acreage of the property in question. The minimum fee is \$375 for any tract up to and including one acre. For every acre thereafter the fee increases \$75, to a maximum of \$2,000. The 1984 Rezoning Processing Fee Schedule is on file in the Budgeting Division.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

If a rezoning request is withdrawn by the applicant prior to the public hearing, any fees paid will be refunded when requested in writing.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

ZONING FEES (CITY)					ACCOUNT NUMBER 001 . . 440402			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,630	4.03%	4,535	14.16%	2,990	6.09%	4,730	7.63%
February	4,800	15.91%	915	17.02%	5,830	17.97%	5,690	16.80%
March	5,330	29.09%	1,785	22.59%	4,035	26.20%	4,515	24.08%
April	180	29.54%	2,560	30.59%	5,520	37.45%	5,825	33.47%
May	4,245	40.04%	4,715	45.31%	5,850	49.37%	13,025	54.47%
June	470	41.20%	1,985	51.51%	7,436	64.52%	4,470	61.68%
July	3,135	48.95%	5,966	70.14%	7,264	79.33%	5,105	69.91%
August	5,585	62.77%	649	72.16%	675	80.70%	7,465	81.95%
September	2,366	68.62%	2,830	81.00%	140	80.99%	6,805	92.92%
October	2,690	75.28%	2,570	89.02%	4,240	89.63%	1,620	95.53%
November	3,275	83.38%	460	90.46%	280	90.20%	1,435	97.85%
December	6,720	100.00%	3,055	100.00%	4,810	100.00%	1,335	100.00%
TOTAL	40,426		32,025		49,070		62,020	

ZONING FEES (PARISH)					ACCOUNT NUMBER 002 . . 440402			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	650	1.59%	0	0.00%	4,800	12.01%	20	0.06%
February	4,570	12.77%	20	0.07%	1,600	16.02%	1,365	4.15%
March	725	14.54%	1,400	4.86%	2,425	22.08%	920	6.91%
April	540	15.87%	575	6.83%	5,000	34.60%	1,325	10.89%
May	9,820	39.89%	3,700	19.51%	4,825	46.67%	3,680	21.92%
June	20	39.94%	2,075	26.61%	2,750	53.55%	1,325	25.90%
July	5,455	53.28%	3,150	37.40%	5,250	66.69%	1,640	30.81%
August	3,460	61.75%	5,875	57.53%	5,990	81.68%	3,285	40.67%
September	9,570	85.16%	5,275	75.60%	200	82.18%	4,215	53.31%
October	1,475	88.77%	1,750	81.59%	7,120	100.00%	4,345	66.34%
November	4,570	99.95%	2,375	89.72%	0	100.00%	3,635	77.24%
December	20	100.00%	3,000	100.00%	0	100.00%	7,590	100.00%
TOTAL	40,875		29,195		39,960		33,345	
COMB/% Chg	81,301	-77.00%	61,220	-24.70%	89,030	45.43%	95,365	7.12%

NOTE: Rezoning fees are based partially on number of acres being rezoned. Total acreage rezoned in 2000 was 1,515.34 acres, 2001 was 1,002.73 acres, 2002 was 1,308.53 acres, and 2003 was 708.58 acres.

PLANNING ASSISTANCE

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440403 Parish 002 . . 440403

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances, Title 7 Unified Development Code Ordinance 7445, 2/22/84

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Title 7 of the Code of Ordinances (The Unified Development Code)**, amended by **Ordinance 7445** of February 22, 1984, states that a fee to cover the cost of processing a subdivision request shall be paid to the Planning Commission by the subdivider or his engineer, the developer, or the property owner, and that a fee schedule shall be adopted by the Planning Commission. In 1997 **Title 7 of the Code of Ordinances** was incorporated into the Unified Development Code and printed as a separate volume.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: City-Parish Planning Commission.

Transmittal: Remitted to the Finance Department–Revenue Division several times a month.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

If a request is accepted for processing, **the subdivider or his engineer, the developer, or the property owner** submits a processing fee to the office of the Planning Commission.

COMPUTATION OF FEE:

A fee schedule is adopted by the Planning Commission to cover the cost of processing requests.

The Subdivision Processing Fee Schedule, adopted March 13, 1984, as amended, is as follows:

Description	Fee
Horizon Land Use Plan Amendment without Rezoning	\$500
Rezoning w/Horizon Land Use Plan Amendment	\$575
Zoning Verification Letter	\$20 per Location
Subdivision (5 lots or less) With or Without Waiver	\$50 plus \$10 per lot (max \$2,000)
Town Home Development	\$300 plus \$10 per lot (max \$2,000)

COMPUTATION OF FEE (CONT.):

Preliminary Subdivision Plat	\$300 plus \$10 per lot (max \$2,000)
Revision to Approved Preliminary Plat (Public Hearing)	\$300 plus \$10 per lot (max \$2,000)
Final Plat Approval Including PUD	\$150 plus \$10 per lot (max \$2,000)
Final Plat Revision Including PUD (Public Hearing)	\$150 plus \$10 per lot (max \$2,000)
Final Plat Revision Including PUD (Staff Level)	\$50
Bond and Agreement Review	\$25
Resubdivision or Exchange of Property	\$50
Site Plan (Public Meeting)	\$300
Site Plan (Staff Level)	\$150
Paving Waiver	\$50
Parking Waiver	\$50
Revocation	\$200
Wireless Tower Site Plan	\$400
Mobile Home Park	\$300 plus \$10 per lot (max \$2,000)
Horizon Plan Text Amendment	\$500
Planned Unit Development (PUD) Concept Plan	\$500
Planned Unit Development (PUD) Final Development Plan	\$300
Small Planned Unit Development	\$500
Street Name Change	\$200 plus \$3 for each Abutting Property Owner
Sign Waiver	\$50
Board of Adjustment Appeal	\$50
Major Street Setback Reduction	\$50
Conditional Use Permit	\$375 plus \$75 per acre over the first acre (max \$2,000)
UDC Text Amendment	\$500
Enterprise Zone	\$100
Horizon Plan Land Use Map Amendment (Planning Districts)	\$500
Major Street Plan Amendment	\$500

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

PLANNING ASSISTANCE (CITY)					ACCOUNT NUMBER 001 . . 440403			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,740	8.01%	940	3.69%	2,130	5.68%	1,390	4.50%
February	1,575	15.27%	750	6.64%	4,770	18.41%	1,140	8.19%
March	1,590	22.59%	1,270	11.63%	1,370	22.07%	2,595	16.59%
April	185	23.44%	3,025	23.52%	2,200	27.94%	3,655	28.43%
May	2,740	36.06%	4,720	42.07%	1,790	32.72%	4,560	43.19%
June	2,740	48.68%	1,390	47.53%	3,905	43.14%	2,915	52.63%
July	750	52.13%	2,190	56.14%	2,430	49.63%	645	54.71%
August	2,775	64.91%	2,420	65.65%	4,855	62.58%	5,130	71.32%
September	1,870	73.52%	3,050	77.64%	5,450	77.13%	4,021	84.34%
October	1,750	81.58%	1,165	82.22%	3,640	86.84%	1,450	89.03%
November	1,370	87.89%	3,495	95.95%	2,120	92.50%	1,460	93.76%
December	2,630	100.00%	1,030	100.00%	2,810	100.00%	1,927	100.00%
TOTAL	21,715		25,445		37,470		30,888	

PLANNING ASSISTANCE (PARISH)					ACCOUNT NUMBER 002 . . 440403			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	3,310	6.72%	1,400	3.51%	4,020	10.02%	2,685	6.82%
February	4,325	15.49%	3,245	11.65%	5,005	22.50%	4,050	17.10%
March	3,325	22.24%	1,455	15.30%	5,825	37.01%	4,750	29.17%
April	6,625	35.69%	1,945	20.18%	4,165	47.40%	2,380	35.21%
May	3,290	42.36%	6,150	35.61%	2,325	53.19%	995	37.74%
June	6,790	56.14%	4,480	46.85%	980	55.63%	1,240	40.89%
July	3,045	62.32%	2,995	54.36%	2,945	62.97%	1,200	43.94%
August	4,665	71.79%	2,745	61.24%	2,120	68.26%	4,310	54.88%
September	4,740	81.41%	2,830	68.34%	850	70.38%	4,255	65.69%
October	3,460	88.43%	5,550	82.27%	3,000	77.85%	7,695	85.23%
November	4,010	96.57%	2,160	87.68%	1,440	81.44%	2,920	92.65%
December	1,690	100.00%	4,910	100.00%	7,445	100.00%	2,895	100.00%
TOTAL	49,275		39,865		40,120		39,375	
COMB/% Chg	70,990	-8.70%	65,310	-8.00%	77,590	18.80%	70,263	-9.44%

PLANNING ADVERTISING FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440404 Parish 002 . . 440404

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: City-Parish Planning Commission

Transmittal: Finance-Revenue Division

DISTRIBUTION OF PROCEEDS:

Not applicable

PAYOR OF FEE:

Anyone petitioning the Planning and Zoning Commission for a change or amendment to the current planning and zoning laws may be required to pay an advertising fee.

COMPUTATION OF FEE:

Description	Fee
Rezoning*	
Planned Unit Development (PUD) Concept Plan*	Standard Ad - \$100
Small Planned Unit Development*	Single Metes & Bounds - \$200
Conditional Use Permit*	Multiple Metes & Bounds - \$750
<i>*Applies to the fees as listed to the right above</i>	
Preliminary Subdivision Plat	\$100
Site Plan	\$100
Wireless Tower Site Plan	\$100
Mobile Home Park	\$100
Horizon Plan Text Amendment	\$100
Major Street Plan Amendment	\$100
Planned Unit Development Final Development Plan	\$100
Street Name Change	\$100
UDC Text Amendment	\$100
Horizon Land Use Plan Amendment w/o Rezoning	\$1,275
Rezoning w/Horizon Land Use Plan Amendment	\$1,275
Horizon Plan Land Use Map Amendment	\$1,275

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

PLANNING ADVERTISING FEES (CITY)					ACCOUNT NUMBER 001 . . 440404			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	900	6.23%
February	0	0.00%	0	0.00%	0	0.00%	1,100	13.84%
March	0	0.00%	0	0.00%	750	6.79%	1,050	21.11%
April	0	0.00%	0	0.00%	2,100	25.79%	2,350	37.37%
May	0	0.00%	0	0.00%	1,250	37.10%	1,850	50.17%
June	0	0.00%	0	0.00%	1,850	53.85%	1,000	57.09%
July	0	0.00%	0	0.00%	1,400	66.52%	1,400	66.78%
August	0	0.00%	0	0.00%	500	71.04%	1,550	77.51%
September	0	0.00%	0	0.00%	400	74.66%	2,000	91.35%
October	0	0.00%	0	0.00%	1,400	87.33%	300	93.43%
November	0	0.00%	0	0.00%	150	88.69%	450	96.54%
December	0	0.00%	0	0.00%	1,250	100.00%	500	100.00%
TOTAL	0		0		11,050		14,450	

PLANNING ADVERTISING FEES (PARISH)					ACCOUNT NUMBER 002 . . 440404			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	150	1.69%
February	0	0.00%	0	0.00%	0	0.00%	500	7.34%
March	0	0.00%	0	0.00%	0	0.00%	650	14.69%
April	0	0.00%	0	0.00%	2,500	24.15%	300	18.08%
May	0	0.00%	0	0.00%	2,400	47.34%	650	25.42%
June	0	0.00%	0	0.00%	300	50.24%	800	34.46%
July	0	0.00%	0	0.00%	1,300	62.80%	500	40.11%
August	0	0.00%	0	0.00%	1,200	74.40%	1,050	51.98%
September	0	0.00%	0	0.00%	0	74.40%	900	62.15%
October	0	0.00%	0	0.00%	2,300	96.62%	1,250	76.27%
November	0	0.00%	0	0.00%	100	97.58%	700	84.18%
December	0	0.00%	0	0.00%	250	100.00%	1,400	100.00%
TOTAL	0		0		10,350		8,850	
COMB/% Chg	0	0.00%	0	0.00%	21,400	N/A	23,300	8.88%

NOTE: This fee was instituted in 2002 in an effort to be responsive to applicants and to continue providing high-quality professional service. Applicants are now required to submit the legal notice to the Office of the Planning Commission with a separate check for their advertising cost.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 440405 Parish 002 . . 440405

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances Title 7, Chapter 1, § 13 (Unified Development Code) Ordinance 7445, 2/22/84

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: Title 7, Chapter 1, Section 13 of the Code of Ordinances, as amended by Ordinance 7445 of February 22, 1984, grants the City-Parish Planning Commission the right to set a fee schedule.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: City-Parish Planning Commission.

Transmittal: Transmitted periodically to the Finance Department–Revenue Division.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Anyone requesting a copy of GIS layer plans or maps pays a fee to cover the printing costs.

COMPUTATION OF FEE:

LAYERS	AMOUNT	ANNUAL SUBSCRIPTION
Building Footprints	\$2,000	\$200
Lots & Subdivision Names	4,000	400
Census Tract & Block	500	50
City Limits	300	50
Parish Boundary	200	50
Lots & Existing Land Use	3,000	300
Lots & Horizon Land Use	3,000	300
House of Representatives	200	50
Metropolitan Council	200	50
Lots & Flood Zone	3,000	300
Hydrography	500	50
Fire Protection	200	50
Lots & North American Industry Classification System (NAICS)	3,000	300
Pavement Edge	1,000	100
Police Districts	200	50
Railroads	100	50
Senate Representation	200	50
Street Centerline	2,000	50
Zoning	2,000	50
Lots & Addresses	5,000	500
Lots & Lot Numbers	4,000	400
Planning Districts & Subareas	500	50
Zip Codes	300	50
School Board Districts	500	50
Enterprise Zones	300	50
Industrial Areas	200	50

MAPS	BLACK AND WHITE	COLOR
8 x 11 in.	\$5	\$10
11 x 17 in.	10	20
17 x 22 in.	20	40
22 x 34 in.	40	50
34 x 44 in.	50	60
Custom Size (per sq.ft.)	20	30
Street Wall Map (42 X 72 in.)	50	\$20 (PDF on CD)
Subdivision Wall Map (42 x 72 in.)	50	\$20 (PDF on CD)

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

GEOGRAPHICAL INFORMATION SYSTEM (GIS) FEES					ACCOUNT NUMBER 001 . . 440405			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	0	0.00%
March	0	0.00%	0	0.00%	0	0.00%	0	0.00%
April	0	0.00%	0	0.00%	0	0.00%	0	0.00%
May	0	0.00%	0	0.00%	0	0.00%	0	0.00%
June	0	0.00%	0	0.00%	0	0.00%	0	0.00%
July	0	0.00%	0	0.00%	0	0.00%	0	0.00%
August	0	0.00%	0	0.00%	0	0.00%	0	0.00%
September	0	0.00%	0	0.00%	0	0.00%	100	100.00%
October	0	0.00%	0	0.00%	0	0.00%	0	100.00%
November	0	0.00%	0	0.00%	0	0.00%	0	100.00%
December	0	0.00%	0	0.00%	0	0.00%	0	100.00%
TOTAL/% Chg	0	0.00%	0	0.00%	0	0.00%	100	N/A

GEOGRAPHICAL INFORMATION SYSTEM (GIS) FEES					ACCOUNT NUMBER 002 . . 440405			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	0	0.00%
March	0	0.00%	0	0.00%	0	0.00%	0	0.00%
April	0	0.00%	0	0.00%	0	0.00%	0	0.00%
May	0	0.00%	0	0.00%	0	0.00%	0	0.00%
June	0	0.00%	0	0.00%	0	0.00%	0	0.00%
July	0	0.00%	0	0.00%	0	0.00%	0	0.00%
August	0	0.00%	0	0.00%	0	0.00%	0	0.00%
September	0	0.00%	0	0.00%	0	0.00%	0	0.00%
October	0	0.00%	0	0.00%	0	0.00%	0	0.00%
November	0	0.00%	0	0.00%	0	0.00%	0	0.00%
December	0	0.00%	0	0.00%	0	0.00%	20	100.00%
TOTAL	0		0		0		20	
COMB/% Chg	0	0.00%	0	0.00%	0	0.00%	120	N/A

GIS layering plans and maps became available in July 2003. The Planning Commission anticipates this revenue to increase as its nature and availability become known.

SUBDIVISION INSPECTION AND TESTING FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441203 Parish 002 . . 441203

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Resolution 39784, 9/22/99

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Resolution 39784** of September 22, 1999, established a fee for the hiring of independent engineering firms and/or testing laboratories to perform inspection and testing of public improvements for subdivisions and resubdivisions.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: DPW – Inspection Division.

Transmittal: Remitted to Finance Department – Revenue Division at least weekly.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Anyone wishing to develop a new subdivision or a new filing in an existing subdivision must submit the plans and inspection and testing fee to the Inspection Division of the Department of Public Works.

COMPUTATION OF FEE:

The fee is **\$100.00** per subdivision or resubdivision, plus **\$25.00** per lot or tract therein.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SUBDIVISION PLAN REVIEW (CITY)					ACCOUNT NUMBER 001 . . 441203			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	250	7.94%	150	3.64%	0	0.00%
February	0	0.00%	0	7.94%	0	3.64%	3,095	32.17%
March	5,225	90.48%	225	15.08%	0	3.64%	0	32.17%
April	0	90.48%	145	19.68%	0	3.64%	0	32.17%
May	0	90.48%	(20)	19.05%	0	3.64%	250	34.77%
June	175	93.51%	1,475	65.87%	0	3.64%	0	34.77%
July	125	95.67%	0	65.87%	1,450	38.79%	2,675	62.58%
August	0	95.67%	1,075	100.00%	0	38.79%	0	62.58%
September	0	95.67%	0	100.00%	0	38.79%	3,350	97.40%
October	250	100.00%	0	100.00%	0	38.79%	0	97.40%
November	0	100.00%	0	100.00%	0	38.79%	125	98.70%
December	0	100.00%	0	100.00%	2,525	100.00%	125	100.00%
TOTAL/% Chg	5,775		3,150		4,125		9,620	

SUBDIVISION PLAN REVIEW (PARISH)					ACCOUNT NUMBER 002 . . 441203			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	750	3.98%	3,550	19.69%	0	0.00%
February	0	0.00%	2,450	17.00%	0	19.69%	8,700	30.00%
March	6,025	31.63%	505	19.68%	1,700	29.13%	0	30.00%
April	375	33.60%	6,325	53.28%	1,250	36.06%	0	30.00%
May	0	33.60%	1,370	60.56%	1,350	43.55%	7,575	56.12%
June	2,050	44.36%	1,050	66.14%	0	43.55%	2,875	66.03%
July	825	48.69%	250	67.46%	5,125	71.98%	775	68.71%
August	0	48.69%	0	67.46%	0	71.98%	3,900	82.16%
September	4,050	69.95%	2,100	78.62%	200	73.09%	625	84.31%
October	1,975	80.31%	1,200	84.99%	0	73.09%	0	84.31%
November	3,750	100.00%	0	84.99%	0	73.09%	1,075	88.02%
December	0	100.00%	2,825	100.00%	4,850	100.00%	3,475	100.00%
TOTAL	19,050		18,825		18,025		29,000	
COMB/% Chg	24,825	73.00%	21,975	-11.48%	22,150	0.80%	38,620	74.36%

NOTE: The 2003 increase is attributed to more development of property since the interest rates are extremely low.

FLOOD DETERMINATION FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441206 Parish 002 . . 441206

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances, Title 8, § 8:852, as amended by Ordinance 10487, 10/25/95

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Title 8, § 8:852 of the Code of Ordinances** establishes elevation requirements for all homes, buildings, and structures within the city and parish and stipulates which individuals must pay flood determination fees. **Ordinance 10487 of October 25, 1995**, sets forth procedures for requesting a variance from these requirements.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Public Works—Inspection Division.

Transmittal: Remitted to the Finance Department—Revenue Division at least weekly.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person in specified areas of the city or parish who is planning new residential or commercial construction, or substantial improvements, must pay the fee as a prerequisite to **receiving an official certificate of elevation**. **Any person in specified areas** of the city or parish who owns a mobile home park, a subdivision for manufactured homes, or a private lot on which a manufactured home will be placed must pay the fee as a prerequisite to **receiving an official certificate of elevation**. A map detailing the affected areas is available for review at the Inspection Division Office. **Any person requesting a variance** from the requirements of this ordinance must pay a fee with his or her application (although this fee was not collected until 2002).

COMPUTATION OF FEE:

The fee is **\$10.00** for a flood determination form. The fee for a variance request is **\$25.00**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

FLOOD DETERMINATION FEES (CITY)					ACCOUNT NUMBER 001 . . 441206			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	380	7.14%	590	10.61%	380	6.45%	360	4.52%
February	630	18.98%	340	16.73%	450	14.09%	690	13.19%
March	500	28.37%	480	25.36%	520	22.92%	700	21.98%
April	400	35.89%	480	33.99%	520	31.75%	605	29.59%
May	490	45.10%	630	45.32%	2,014	65.94%	540	36.37%
June	330	51.30%	420	52.88%	(1,019)	48.64%	510	42.78%
July	520	61.07%	580	63.31%	565	58.23%	840	53.33%
August	370	68.02%	440	71.22%	630	68.93%	825	63.69%
September	450	76.48%	380	78.06%	450	76.57%	550	70.60%
October	590	87.56%	440	85.97%	640	87.44%	860	81.41%
November	372	94.55%	340	92.09%	150	89.98%	515	87.88%
December	290	100.00%	440	100.00%	590	100.00%	965	100.00%
TOTAL	5,322		5,560		5,890		7,960	

FLOOD DETERMINATION FEES (PARISH)					ACCOUNT NUMBER 001 . . 441206			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	830	6.33%	780	5.86%	860	6.41%	860	5.74%
February	1,260	15.94%	830	12.10%	955	13.52%	1,505	15.77%
March	1,260	25.55%	1,220	21.26%	1,270	22.99%	1,150	23.44%
April	910	32.49%	1,020	28.93%	1,095	31.15%	1,405	32.81%
May	1,300	42.41%	1,590	40.87%	1,170	39.87%	1,180	40.68%
June	1,220	51.72%	1,240	50.19%	1,080	47.91%	890	46.62%
July	910	58.66%	1,340	60.26%	1,385	58.23%	1,780	58.49%
August	1,000	66.29%	1,170	69.05%	870	64.72%	1,685	69.72%
September	1,200	75.44%	840	75.36%	960	71.87%	590	73.66%
October	1,050	83.45%	1,050	83.25%	1,875	85.84%	1,570	84.13%
November	680	88.63%	1,400	93.76%	450	89.20%	840	89.73%
December	1,490	100.00%	830	100.00%	1,450	100.00%	1,540	100.00%
TOTAL	13,110		13,310		13,420		14,995	
COMB/% Chg	18,432	-19.97%	18,870	2.38%	19,310	2.33%	22,955	18.88%

NOTE: The almost 20% decrease in revenues in 2000 resulted from a decrease in construction projects in that year.

In 2003 there were a large amount of flood variances requested.

COMMERCIAL & RESIDENTIAL PLAN REVIEW

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441208 Parish 002 . . 441208

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances § 8:2, Appendix B

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: Title 8, Chapter 1 (Building Code), Part 1, Section 8:2, Appendix B, of the Code of Ordinances provides for both commercial and residential plan review fees.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Public Works–Inspection Division.

Transmittal: Remitted to Finance Department–Revenue Division at least weekly.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person who wishes to construct any building or structure in the City-Parish, or alter or remodel any building or structure to change the bearing walls, beams, supports, or roof thereof, must obtain a permit for such work. The application for such permit must be accompanied by detailed plans to be reviewed by the Department of Public Works Inspection Division and by a plan review fee.

COMPUTATION OF FEE:

The commercial plan review fee is \$0.025 per square foot with a minimum of \$50. For shell buildings and open-plan warehouses the rate is \$0.0125 per square foot. The residential plan review fee is \$40 for each single-family residential unit (including duplexes) and for additions/rehabilitations of more than 400 square feet. The fee is \$25 for each addition/rehabilitation of less than 400 square feet. All fees are payable before plans are reviewed.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

COMMERCIAL & RESIDENTIAL PLAN REVIEW (CITY)					ACCOUNT NUMBER 001 . . 441208			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	11,681	5.61%	10,160	10.40%	4,726	4.10%	4,902	4.64%
February	20,964	15.69%	14,720	25.48%	8,263	11.28%	10,328	14.42%
March	20,254	25.42%	9,827	35.54%	8,325	18.50%	5,501	19.62%
April	18,078	34.11%	5,693	41.37%	6,631	24.26%	10,433	29.50%
May	21,116	44.25%	8,117	49.68%	8,037	31.24%	9,320	38.32%
June	24,942	56.24%	6,191	56.02%	15,815	44.97%	4,919	42.98%
July	13,905	62.92%	7,980	64.19%	11,159	54.66%	10,037	52.48%
August	18,158	71.65%	5,749	70.08%	7,912	61.53%	6,855	58.97%
September	17,727	80.16%	6,634	76.87%	4,190	65.16%	8,762	67.26%
October	19,342	89.46%	8,276	85.35%	16,311	79.33%	13,298	79.85%
November	10,302	94.41%	7,745	93.28%	3,088	82.01%	4,398	84.01%
December	11,634	100.00%	6,566	100.00%	20,726	100.00%	16,888	100.00%
TOTAL/% Chg	208,103		97,658		115,183		105,641	

COMMERCIAL & RESIDENTIAL PLAN REVIEW (PARISH)					ACCOUNT NUMBER 002 . . 441208			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	8,227	7.46%	12,477	9.98%	7,849	6.56%
February	0	0.00%	5,424	12.37%	6,128	14.89%	10,876	15.65%
March	0	0.00%	8,042	19.66%	17,536	28.92%	10,715	24.60%
April	0	0.00%	19,230	37.08%	6,405	34.04%	11,031	33.82%
May	0	0.00%	11,604	47.60%	11,095	42.92%	7,880	40.41%
June	0	0.00%	7,614	54.50%	13,835	53.99%	13,842	51.97%
July	0	0.00%	7,228	61.05%	9,310	61.44%	13,420	63.19%
August	0	0.00%	7,782	68.10%	7,836	67.71%	7,474	69.43%
September	0	0.00%	8,645	75.93%	8,445	74.46%	10,300	78.04%
October	0	0.00%	11,369	86.24%	11,678	83.81%	8,553	85.19%
November	0	0.00%	6,092	91.76%	3,928	86.95%	7,190	91.20%
December	0	0.00%	9,098	100.00%	16,309	100.00%	10,534	100.00%
TOTAL	0		110,355		124,982		119,664	
COMB/% Chg	208,103	-18.90%	208,013	-0.04%	240,165	15.46%	225,305	-6.19%

NOTE: The decrease in 2000 resulted from the fact that fewer applications for permits were made, and the proposed buildings tended to be smaller.

In January, 2001, a parish revenue account was created in order to separate city and parish amounts.

The increase in 2002 is due to an increase in permits for plan review.

SALE OF SAFETY SEMINAR VIDEOS

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441301

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Public Information Office

Transmittal: Remitted to the Finance Department–Revenue Division

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

The fee is paid by **persons who request a copy of the video.**

COMPUTATION OF FEE:

\$10.00 plus an additional \$2.00 if mailed.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SALE OF SAFETY SEMINAR VIDEOS (CITY)					ACCOUNT NUMBER 001 . . 441301			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
February	0	0.00%	0	0.00%	0	0.00%	44	41.12%
March	0	0.00%	0	0.00%	0	0.00%	0	41.12%
April	0	0.00%	0	0.00%	0	0.00%	48	85.98%
May	0	0.00%	0	0.00%	0	0.00%	12	97.20%
June	0	0.00%	0	0.00%	0	0.00%	0	97.20%
July	0	0.00%	0	0.00%	0	0.00%	12	108.41%
August	0	0.00%	0	0.00%	2,474	83.27%	0	108.41%
September	0	0.00%	0	0.00%	380	96.06%	0	108.41%
October	0	0.00%	0	0.00%	61	98.12%	0	108.41%
November	0	0.00%	0	0.00%	43	99.56%	0	108.41%
December	0	0.00%	0	0.00%	13	100.00%	(9)	100.00%
TOTAL/% Chg	0	0.00%	0	0.00%	2,971	100.00%	107	-96.40%

NOTE: This revenue account was established for the revenues collected for the sale of videotapes of a police seminar teaching self-defense techniques to women. The seminar took place during the summer of 2002 in response to the rising fears among women because of the Baton Rouge serial killer. In May 2003 a suspect was arrested in connection with the serial killings. The decrease in this revenue account for 2003 is attributed to that arrest.

SALE OF REPORTS & PHOTOS

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441501

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 32:398 § D (4)	Police Procedural Instruction No. 75-11, 5/1/75 Amended 9/1/85 Ordinance 9863, 4/13/94

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 32:398 Section D (4) provides that the state police, any local police department, or any sheriff's office shall provide copies of accident reports to any interested person upon request and may charge a fee not to exceed \$5.00 for each report that does not exceed two pages and \$7.50 for each report that exceeds two pages.

Local: Police Procedural Instruction No. 75-11, effective May 1, 1975, amended September 1, 1985, sets out the amounts to be charged by the Traffic Records section for the sale of reports, photos, etc. Ordinance 9863 of April 13, 1994, provides the latest user-fee schedule for the Police Department.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Police Department–Traffic Records Section.

Transmittal: Remitted to the Finance Department–Revenue Division several times each week.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Charges for services, including reports, photos, and record and fingerprint searches, are **paid by each person, firm, corporation, or association of persons** that requests these services.

COMPUTATION OF FEE:

The following is a list of charges for the sale of reports, photos, etc.:

TRAFFIC RECORDS

Traffic accident report search (no record found)	\$ 5.00
Traffic accident report	5.00
Traffic accident report (2 pages)	7.50
Traffic accident supplemental report	5.00
Traffic Homicide Unit investigative report	1.00/page

CRIMINAL RECORDS

Crime statistics already compiled and available per area	10.00
City-wide	10.00
Fingerprints	15.00
File number search	10.00
Criminal report, initial or supplementary	1.00/page
Computer printouts	10.00 +\$2 each additional page
e.g. (1) accidents or crimes at certain location;	
(2) number of crimes by type (rape, armed robbery, burglary, etc.)	
(3) file number search that can be found only by computer	
Name check of local arrest records	10.00

CRIME SCENE RECORDS

Photographs (color prints) 4 x 6	15.00
Negative search fee	10.00
Mug shots 2½ x 3½ black and white	10.00
Cases over 3 years old, negative search fee	15.00

ACCOUNTING/PERSONNEL FILES

1.00/page

MISCELLANEOUS

Requests for data compilation that are not part of the regular duties of any departmental employee	20.00/hour
All other copies	1.00/page

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SALE OF REPORTS & PHOTOS (CITY)					ACCOUNT NUMBER 001 . . 441501			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	22,527	8.20%	19,076	7.37%	18,135	7.14%	18,916	7.59%
February	22,436	16.37%	19,643	14.96%	23,009	16.21%	18,114	14.86%
March	24,465	25.28%	28,038	25.80%	16,965	22.89%	22,298	23.80%
April	19,829	32.50%	17,132	32.42%	22,331	31.69%	20,097	31.87%
May	27,710	42.59%	26,127	42.52%	21,842	40.29%	22,464	40.88%
June	19,561	49.71%	22,905	51.37%	19,822	48.10%	12,896	46.05%
July	15,292	55.28%	20,381	59.25%	21,928	56.74%	28,654	57.55%
August	23,893	63.98%	5,668	61.44%	23,571	66.03%	21,911	66.34%
September	18,786	70.82%	32,631	74.05%	18,658	73.38%	19,833	74.30%
October	26,855	80.60%	30,288	85.75%	22,994	82.44%	26,011	84.73%
November	28,850	91.11%	13,947	91.14%	20,024	90.33%	18,265	92.06%
December	24,422	100.00%	22,918	100.00%	24,556	100.00%	19,782	100.00%
TOTAL/% Chg	274,626	-1.70%	258,754	-5.78%	253,835	-1.90%	249,241	-1.81%

POLICE COLLECTION FEES

REVENUE TYPE	FUND .. OBJECT
Charges for Services	City 001 .. 441502

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Code of Criminal Procedure Art. 887 H	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: C.Cr.P., Art. 887 H, authorizes a court to charge offenders for the cost of the constable or police in arresting them on a bench warrant.

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Baton Rouge Police Department–Booking Desk (appearance bond fee) or Clerk of City Court (bench warrant fee).

Transmittal: Remitted to Finance Department–Revenue Division daily.

Comment: In February 1996 the Baton Rouge Police Department began to collect bench warrant fees, which are deposited into this account. The Baton Rouge Police Department no longer serves bench warrants; however, they are still receiving fees from warrants served in prior years.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Beginning in February 1996, City Court judges have assessed a fee on **persons on whom bench warrants have had to be served**; this fee is in addition to any fines or other court costs levied by the sentencing judge. If the bench warrant was served by the City Police, a portion of the fee is deposited into the City General Fund.

COMPUTATION OF FEE:

The police portion of the \$75 bench warrant fee is **\$51.00**. The remainder of the fee is paid to the City Constable's fund (Fund 109) office to reimburse that office for the costs of booking the offender.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

POLICE COLLECTION FEES (CITY)					ACCOUNT NUMBER 001 . . 441502			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	306	17.23%	51	4.96%	0	0.00%	151	49.67%
February	272	32.55%	306	34.73%	51	13.25%	0	49.67%
March	328	51.01%	51	39.69%	102	39.74%	0	49.67%
April	(99)	45.44%	153	54.57%	28	47.01%	51	66.45%
May	0	45.44%	51	59.53%	51	60.26%	51	83.22%
June	51	48.31%	84	67.70%	51	73.51%	0	83.22%
July	153	56.93%	102	77.63%	51	86.75%	51	100.00%
August	51	59.80%	77	85.12%	0	86.75%	0	100.00%
September	204	71.28%	0	85.12%	0	86.75%	0	100.00%
October	153	79.90%	0	85.12%	0	86.75%	0	100.00%
November	204	91.39%	51	90.08%	51	100.00%	0	100.00%
December	153	100.00%	102	100.00%	0	100.00%	0	100.00%
TOTAL/% Chg	1,776	-65.18%	1,028	-42.12%	385	-62.55%	304	-21.04%

NOTE: From February 1996 until late the same year the Baton Rouge Police Department assisted the City Constable's Office by serving some of the outstanding City Court bench warrants, and the fee charged the offender for this service was deposited into this account. Although no new bench warrants are being served by the City Police, some of the fees previously assessed are still being received. This is the reason for the continuous decrease in revenue from year to year.

SOBRIETY TESTS

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441503

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Code of Criminal Procedure, Article 887	<i>En Banc</i> Order, City Court 8/6/02

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: **Article 887 of the Louisiana Code of Criminal Procedure** states that a person convicted of a violation of L.R.S. 14:98 (DWI) who was subjected to a blood, breath, or urine analysis for alcohol, marijuana, morphine, or cocaine presence is to be assessed \$50 for the cost of the test.

Local: **An *en banc* order issued August 15, 1993**, by City Court of the City of Baton Rouge institutes the \$50 fee allowed by Article 887 of the Louisiana Code of Criminal Procedure when alcohol/drug analysis is required in cases involving violations of L.R.S. 14:98 or Code of Ordinances Section 11:140 in regard to driving a vehicle while under the influence of alcohol or drugs. **An *en banc* order dated August 6, 2002**, effective August 15, 2002, provides the most recent court cost collection schedule.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Clerk of Court/Judicial Administrator of City Court.

Transmittal: Remitted daily to Finance Department–Revenue Division.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person convicted of violation of the law by operating a vehicle while intoxicated, if alcohol/drug analysis is required, must pay this fee.

COMPUTATION OF FEE:

The fee is \$50.00.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SOBRIETY TESTS (CITY)					ACCOUNT NUMBER 001 . . 441503			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,038	5.08%	2,486	11.24%	1,931	8.24%	2,447	10.78%
February	1,650	13.15%	2,200	21.20%	2,104	17.23%	3,077	24.34%
March	1,562	20.80%	1,463	27.81%	2,666	28.61%	2,389	34.87%
April	1,677	29.00%	2,007	36.89%	1,977	37.05%	1,826	42.92%
May	1,504	36.36%	2,570	48.52%	1,903	45.18%	1,598	49.96%
June	1,731	44.83%	2,207	58.50%	1,336	50.88%	1,322	55.79%
July	1,552	52.43%	1,414	64.90%	1,877	58.90%	1,956	64.41%
August	1,781	61.15%	1,793	73.01%	2,113	67.92%	1,728	72.02%
September	2,696	74.34%	1,200	78.43%	1,982	76.38%	1,822	80.05%
October	1,942	83.84%	1,834	86.73%	2,143	85.53%	1,518	86.74%
November	1,036	88.91%	1,452	93.30%	1,424	91.61%	1,345	92.67%
December	2,266	100.00%	1,482	100.00%	1,965	100.00%	1,664	100.00%
TOTAL/% Chg	20,435	16.67%	22,108	8.19%	23,421	5.94%	22,692	-3.11%

NOTE: According to the Baton Rouge City Court, this \$50 court cost is charged on all DWI offenses, which have increased significantly over the last 3 years.

FALSE ALARM FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441505

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances Title 9, § 413, § 423 Ordinance 11072, 2/11/98 Ordinance 11350, 1/27/99

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: A false alarm is defined by the **Code of Ordinances § 9:413** as "the activation of an alarm system under circumstances where no police emergency exists at the alarm site and which activation results in a response by a law enforcement agency." In 1988 the Baton Rouge Police Department began collecting a fee for responding to false alarms. Pursuant to the **Code of Ordinances § 9:423**, no fee is charged for the first five false alarms responded to by the Police Department each permit year (June through May). For every false alarm after the fifth, an alarm system user must pay a fee to the city. **Resolution 11072** of February 11, 1998, effective June 1, 1998, increased the fee for every false alarm after the tenth. **Ordinance 11350** of January 27, 1999, gives all authority to the Alarm Enforcement Division of the Police Department, eliminating the False Alarm Regulatory Board.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Baton Rouge Police Department, Imelda Goins (389-3805).

Transmittal: Remitted to Revenue Division–Finance Department.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Alarm system users whose alarm systems generate false alarms responded to by the Baton Rouge Police Department are required to pay a false alarm fee to the City of Baton Rouge after the fifth false alarm in any permit year.

COMPUTATION OF FEE:

A fee of **\$10** is charged for the **sixth through the tenth false alarm** in any permit year and a fee of **\$25** for each false alarm after the tenth.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

FALSE ALARM FEES (CITY)					ACCOUNT NUMBER 001 . . 441505			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	4,800	6.49%	5,230	5.99%	6,154	8.04%	8,172	10.37%
February	3,025	10.58%	7,640	14.73%	7,335	17.62%	7,036	19.29%
March	7,770	21.09%	5,190	20.67%	9,745	30.35%	9,865	31.81%
April	8,371	32.41%	2,540	23.57%	8,965	42.06%	10,410	45.01%
May	12,270	49.00%	15,060	40.81%	4,715	48.22%	8,705	56.06%
June	10,352	63.00%	8,507	50.54%	1,450	50.12%	4,895	62.27%
July	6,005	71.12%	9,795	61.75%	8,295	60.95%	7,564	71.86%
August	4,575	77.31%	2,830	64.99%	8,305	71.80%	3,295	76.04%
September	3,340	81.83%	10,600	77.12%	5,025	78.37%	3,480	80.46%
October	3,778	86.94%	5,140	83.00%	5,230	85.20%	6,441	88.63%
November	2,350	90.11%	5,000	88.73%	5,510	92.40%	3,297	92.81%
December	7,310	100.00%	9,851	100.00%	5,820	100.00%	5,666	100.00%
TOTAL/% Chg	73,946	-14.18%	87,383	18.17%	76,549	-12.40%	78,826	2.97%

SEX OFFENDER REGISTRATION FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441506

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 15:542	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 15:542 requires that every convicted sex offender register annually with the sheriff and with the police department and pay a registration fee of sixty dollars to help defray the costs of maintaining the record of the sex offender. He shall pay such fee upon the initial registration and on each annual registration update. L.R.S. 15:542.1 states that a convicted sex offender must maintain his registration for 10 years after the date on which he was released from prison or placed on parole or probation, or, if convicted of certain offenses, must maintain his registration for life.

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Baton Rouge Police Department

Transmittal: Remitted to Revenue Division–Finance Department.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Convicted sex offenders are required to pay annually upon registration.

COMPUTATION OF FEE:

A fee of **\$60** is to be paid upon the initial registration and on the anniversary thereof.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SEX OFFENDER REGISTRATION FEES (CITY)					ACCOUNT NUMBER 001 . . 441506			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	420	9.72%
February	0	0.00%	0	0.00%	0	0.00%	300	16.67%
March	0	0.00%	0	0.00%	0	0.00%	420	26.39%
April	0	0.00%	0	0.00%	0	0.00%	360	34.72%
May	0	0.00%	0	0.00%	0	0.00%	300	41.67%
June	0	0.00%	0	0.00%	0	0.00%	120	44.44%
July	0	0.00%	0	0.00%	120	5.56%	300	51.39%
August	0	0.00%	0	0.00%	360	22.22%	600	65.28%
September	0	0.00%	0	0.00%	120	27.78%	180	69.44%
October	0	0.00%	0	0.00%	180	36.11%	420	79.17%
November	0	0.00%	0	0.00%	480	58.33%	420	88.89%
December	0	0.00%	0	0.00%	900	100.00%	480	100.00%
TOTAL/% Chg	0	0.00%	0	0.00%	2,160	N/A	4,320	100.00%

NOTE: This revenue account was set up in response to statutory amendments that became effective in mid-2002.

POLICE – REIMBURSEMENT FOR OVERTIME

REVENUE TYPE	FUND . . OBJECT
Miscellaneous Revenues	City 001 . . 441507

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Agreements with Louisiana State University; Federal Bureau of Investigation (FBI); US Department of Justice, Drug Enforcement Administration (DEA); the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF); and La. Dept. of Public Safety and Corrections

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: An agreement between the Louisiana State University and the City of Baton Rouge authorized reimbursement for Police overtime worked during the 2003 football season. An agreement between the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) and the City of Baton Rouge authorizes reimbursement for Police overtime from 12/29/03 through 9/30/07. An agreement between the US Department of Justice, Drug Enforcement Administration (DEA) and the City of Baton Rouge authorizes reimbursement for Police overtime related to the High Intensity Drug Trafficking Area (HIDTA) Task force from 9/30/03 through 9/30/04. An agreement with the Federal Bureau of Investigation (FBI) and the City of Baton Rouge authorizes reimbursement for Police overtime associated with Safe Street Task Force from 10/1/03 through 9/30/04. An agreement between the Louisiana Department of Public Safety and Corrections, Office of State Police and the City of Baton Rouge authorizes reimbursement for Police overtime from 7/1/03 through 06/30/04.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Baton Rouge Police Department.

Transmittal: Remitted to Finance Department–Revenue Division.

DISTRIBUTION OF PROCEEDS:

None.

PAYOR OF FEE:

See current contracts on file in Finance – Budgeting

COMPUTATION OF FEE:

See current contracts on file in Finance – Budgeting

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

The Administration and Metropolitan Council have allowed these funds to be used by the Baton Rouge Police Department.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

POLICE - REIMBURSEMENT FOR OVERTIME					ACCOUNT NUMBER 001 . . 441507			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	4,361	2.14%
February	0	0.00%	0	0.00%	0	0.00%	1,680	2.96%
March	0	0.00%	0	0.00%	0	0.00%	16,017	10.81%
April	0	0.00%	0	0.00%	0	0.00%	5,207	13.37%
May	0	0.00%	0	0.00%	0	0.00%	10,973	18.75%
June	0	0.00%	0	0.00%	0	0.00%	2,458	19.95%
July	0	0.00%	0	0.00%	0	0.00%	5,143	22.47%
August	0	0.00%	0	0.00%	0	0.00%	692	22.81%
September	0	0.00%	0	0.00%	0	0.00%	19,927	32.58%
October	0	0.00%	0	0.00%	0	0.00%	66,677	65.27%
November	0	0.00%	0	0.00%	0	0.00%	8,298	69.34%
December	0	0.00%	0	0.00%	0	0.00%	62,540	100.00%
TOTAL/% Chg	0	0.00%	0	0.00%	0	0.00%	203,973	N/A

NOTE: Prior to 2003, overtime reimbursement was deposited into Police--Miscellaneous Revenues, (001..488530.). The receipts collected for overtime in 2000 totaled \$227,472.86; 2001 totaled \$199,089.55; and 2002 totaled \$218,240.13.

Overtime Breakdown for 2003

Court Appearance	\$13,514.82
ATF	13,000.00
FBI	19,699.02
HIDTA/DEA	42,796.92
La. Dept of Public Safety & Corrections	8,632.06
La. State University	106,330.23
Total	<u>\$203,973.05</u>

RADIO SHOP CHARGES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441603 Parish 002 . . 441603

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Annual Budget Process

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: This charge was originally handled as an internal service charge under the Central Stores budget. Any changes in fees or policy are handled through the annual budget process. Proposals are currently under consideration to privatize the radio repair function in the future.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: EMS–Telecommunications Division, Radio Shop Section.

Transmittal: Journal entries are prepared by the Finance Department–Accounting Division monthly.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

All special revenue and enterprise fund departments (with the exception of fire protection districts) pay for parts and labor. General fund departments and fire protection districts pay for parts only.

COMPUTATION OF FEE:

The charge for labor is **\$25 per hour**, with a one-hour minimum charge. A **5% mark-up** is added to the **parts** used in repairs.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

RADIO SHOP CHARGES (CITY)					ACCOUNT NUMBER 001 . . 441603			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	344	113.91%	776	46.92%	569	216.35%	636	13.13%
February	305	214.90%	272	63.36%	230	303.80%	257	18.43%
March	556	399.01%	639	102.00%	503	495.06%	503	28.81%
April	429	541.06%	890	155.80%	431	658.94%	353	36.10%
May	0	541.06%	650	195.10%	571	876.05%	451	45.41%
June	439	686.42%	0	195.10%	0	876.05%	0	45.41%
July	270	775.83%	623	232.77%	437	1042%	209	49.72%
August	394	906.29%	524	264.45%	755	1329%	636	62.85%
September	606	1106.95%	516	295.65%	383	1475%	0	62.85%
October	412	1243.38%	527	327.51%	360	1612%	0	62.85%
November	271	1333.11%	494	357.38%	519	1809%	0	62.85%
December	(3,724)	100.00%	(4,257)	100.00%	(4,495)	100.00%	1,800	100.00%
TOTAL	302		1,654		263		4,845	

RADIO SHOP CHARGES (PARISH)					ACCOUNT NUMBER 002 . . 441603			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	229	113.37%	517	40.24%	379	216.57%	424	13.13%
February	203	213.86%	181	54.32%	154	304.57%	172	18.45%
March	371	397.52%	426	87.47%	335	496.00%	336	28.85%
April	286	539.11%	593	133.61%	287	660.00%	235	36.13%
May	0	539.11%	433	167.31%	381	877.71%	301	45.45%
June	293	684.16%	0	167.31%	0	877.71%	0	45.45%
July	180	773.27%	415	199.60%	291	1044%	139	49.75%
August	263	903.47%	349	226.75%	503	1331%	424	62.88%
September	404	1103.47%	344	253.52%	255	1477%	0	62.88%
October	274	1239.11%	352	280.91%	240	1614%	0	62.88%
November	181	1328.71%	330	306.59%	346	1812%	0	62.88%
December	(2,482)	100.00%	(2,655)	100.00%	(2,996)	100.00%	1,199	100.00%
TOTAL	202		1,285		175		3,230	
COMB/% Chg	504	-96.18%	2,939	483.17%	438	-85.10%	8,075	1743.61%

NOTES: The negative revenue shown in December of some years is the result of journal entries made to adjust to final ending inventory for the Radio Shop.

The decrease in 2000 revenues is due to the Radio Shop's contracting with EMCO to provide maintenance services for 800-MHz radios and equipment. In 2001, the entire Community Development fleet was outfitted, along with ten new EMS vehicles; this explains the increase in revenue.

The increase in 2003 is due to no inventory being written off this year.

PRISON MEDICAL CHARGES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441604 Parish 002 . . 441604

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Resolution 36147, 8/23/95

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Resolution 36147** adopted on August 23, 1995, authorizes the Prison Medical Division of the Department of Emergency Medical Services to impose charges for medical and dental services provided to inmates at the East Baton Rouge Parish Prison under specified circumstances and conditions.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: E.B.R.P. Sheriff charges inmates' commissary accounts at the prison.

Transmittal: Check sent from Prison Inmate Account to E.M.S. for deposit in General Fund.

DISTRIBUTION OF PROCEEDS:

N/A

PAYOR OF FEE:

Any inmate who requests medical or dental services while in Parish Prison.

COMPUTATION OF FEE:

Physician evaluation	\$ 10.00
Dentist evaluation	\$ 12.00
Psychiatrist/social worker evaluation	\$ 10.00
Sick call evaluation	\$ 5.00
Prescription fee	\$ 5.00

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

No fee may be charged for the following services:

- A. Medical examination at initial booking, and physician referral resulting therefrom.
- B. Any evaluation or treatment as a direct result of a reported altercation causing injury or any other reported trauma.
- C. Any existing chronic illness including, but not limited to, diabetes, hypertension, cancer, and high-risk pregnancies.
- D. Any examination or procedure made at the request of the medical staff.
- E. Any federal inmates for medical and dental services.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

PRISON MEDICAL CHARGES (CITY)					ACCOUNT NUMBER 001 . . 441604			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	0	0.00%
March	0	0.00%	0	0.00%	0	0.00%	0	0.00%
April	0	0.00%	0	0.00%	0	0.00%	0	0.00%
May	0	0.00%	0	0.00%	0	0.00%	0	0.00%
June	0	0.00%	0	0.00%	0	0.00%	0	0.00%
July	28,591	100.00%	0	0.00%	0	0.00%	0	0.00%
August	0	100.00%	32,004	100.00%	0	0.00%	31,906	100.00%
September	0	100.00%	0	100.00%	0	0.00%	0	100.00%
October	0	100.00%	0	100.00%	29,770	100.00%	0	100.00%
November	0	100.00%	0	100.00%	0	100.00%	0	100.00%
December	0	100.00%	0	100.00%	0	100.00%	0	100.00%
TOTAL	28,591		32,004		29,770		31,906	

PRISON MEDICAL CHARGES (PARISH)					ACCOUNT NUMBER 002 . . 441604			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	0	0.00%
March	0	0.00%	0	0.00%	0	0.00%	0	0.00%
April	0	0.00%	0	0.00%	0	0.00%	0	0.00%
May	0	0.00%	0	0.00%	0	0.00%	0	0.00%
June	0	0.00%	0	0.00%	0	0.00%	0	0.00%
July	19,061	100.00%	0	0.00%	0	0.00%	0	0.00%
August	0	100.00%	21,335	99.85%	0	0.00%	21,271	100.00%
September	0	100.00%	31	100.00%	0	0.00%	0	100.00%
October	0	100.00%	0	100.00%	19,846	100.00%	0	100.00%
November	0	100.00%	0	100.00%	0	100.00%	0	100.00%
December	0	100.00%	0	100.00%	0	100.00%	0	100.00%
TOTAL	19,061		21,366		19,846		21,271	
COMB/% Chg	47,652	-1.56%	53,370	12.00%	49,616	-7.03%	53,177	7.18%

NOTE: These revenues are collected by the Sheriff's Office and remitted to the City-Parish once a year. Since the Sheriff is on a July-through-June fiscal year, the annual payment is usually made in July or August, and represents funds collected during the previous twelve months.

Medical services are provided whether the inmate is able to pay the fee or not.

CORONERS REPORT FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	Parish 002 . . 441701

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 33:1556	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 33:1556 provides that the coroner shall charge certain fees for various services rendered.

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Coroner's Office.

Transmittal: Transmitted weekly to the Finance Department—Revenue Division.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Insurance companies, funeral homes, or anyone else requesting autopsy, toxicology, coroner's reports, and/or cremation permits will pay a fee for this service.

The payor for the Coroner's Emergency Certificate is the evaluated patient's parish of residence.

COMPUTATION OF FEE:

The following is a list of charges:

Autopsy Report	\$50
<i>(With coroner's report and toxicology report)</i>	
Autopsy Report	\$35
<i>(Without coroner's report and toxicology report)</i>	
If no autopsy is performed:	
Coroner's Report	\$15
Toxicology Report	\$15
Cremation Permit	\$50
Coroner's Emergency Certificate	\$100

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

CORONERS REPORT FEES (PARISH)					ACCOUNT NUMBER 002 . . 441701			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	9,245	23.90%	0	0.00%	0	0.00%	0	0.00%
February	9,485	48.43%	0	0.00%	0	0.00%	0	0.00%
March	5,085	61.58%	0	0.00%	0	0.00%	0	0.00%
April	11,760	91.98%	0	0.00%	0	0.00%	0	0.00%
May	3,100	100.00%	0	0.00%	0	0.00%	0	0.00%
June	0	100.00%	0	0.00%	0	0.00%	0	0.00%
July	0	100.00%	0	0.00%	0	0.00%	0	0.00%
August	0	100.00%	0	0.00%	0	0.00%	0	0.00%
September	0	100.00%	0	0.00%	0	0.00%	0	0.00%
October	0	100.00%	0	0.00%	0	0.00%	0	0.00%
November	0	100.00%	0	0.00%	0	0.00%	0	0.00%
December	0	100.00%	0	0.00%	0	0.00%	0	0.00%
TOTAL/% Chg	38,675	-56.59%	0	-100.00%	0	N/A	0	N/A

NOTE: Beginning in June 2000 revenues were no longer deposited into this account. The Coroner's Office has been allowed to retain all revenues collected.

FIRE REPORTS

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . .441801

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Ordinance 8367, 3/11/87 Ordinance 11904, 11/21/00

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Ordinance 8367** adopted March 11, 1987, provides for a fire safety fee and service fee schedule for the City of Baton Rouge. **Ordinance 11904** adopted November 21, 2000, deleted the "Fire Report Fee" of \$9.00.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Baton Rouge Fire Department is responsible for billing, but collections are made by the Finance Department—Revenue Division.

Transmittal: Remitted as received.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Any person requesting a fire report must pay this fee.

COMPUTATION OF FEE:

The fee for a fire report is **\$9.00**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

FIRE REPORTS (CITY)					ACCOUNT NUMBER 001 . . 441801			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	423	12.52%	0	0.00%	0	0.00%	0	0.00%
February	228	19.27%	54	85.71%	0	0.00%	0	0.00%
March	522	34.71%	0	85.71%	0	0.00%	0	0.00%
April	162	39.51%	0	85.71%	0	0.00%	0	0.00%
May	452	52.89%	9	100.00%	0	0.00%	0	0.00%
June	0	52.89%	0	100.00%	0	0.00%	0	0.00%
July	514	68.10%	0	100.00%	0	0.00%	0	0.00%
August	180	73.42%	0	100.00%	70	100.00%	0	0.00%
September	339	83.46%	0	100.00%	0	100.00%	0	0.00%
October	406	95.47%	0	100.00%	0	100.00%	0	0.00%
November	0	95.47%	0	100.00%	0	100.00%	0	0.00%
December	153	100.00%	0	100.00%	0	100.00%	0	0.00%
TOTAL/% Chg	3,379	-5.32%	63	-98.14%	70	11.11%	0	-100.00%

NOTES: Ordinance 11904, adopted November 21,2000, rescinded the "Fire Report Fees."

JUVENILE SERVICES FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441901

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Various Juvenile Court Orders

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: Juvenile Court judges may order a defendant to submit to a drug test and to pay this fee.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Juvenile Services.

Transmittal: Transmitted to the Finance Department once a month.

DISTRIBUTION OF PROCEEDS:

N/A

PAYOR OF FEE:

Any juvenile ordered to undergo a drug screen must pay this fee.

COMPUTATION OF FEE:

The standard fee is \$10.00 per drug screen, but the amount may vary according to the person's ability to pay.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

JUVENILE SERVICES FEES (CITY)					ACCOUNT NUMBER 001 . . 441901			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	40	66.67%
February	0	0.00%	0	0.00%	0	0.00%	0	66.67%
March	0	0.00%	50	18.52%	0	0.00%	0	66.67%
April	0	0.00%	0	18.52%	0	0.00%	0	66.67%
May	0	0.00%	0	18.52%	40	50.00%	0	66.67%
June	210	40.62%	0	18.52%	0	50.00%	0	66.67%
July	0	40.62%	0	18.52%	20	75.00%	0	66.67%
August	192	77.76%	140	70.37%	0	75.00%	20	100.00%
September	0	77.76%	0	70.37%	0	75.00%	0	100.00%
October	0	77.76%	60	92.59%	20	100.00%	0	100.00%
November	0	77.76%	0	92.59%	0	100.00%	0	100.00%
December	115	100.00%	20	100.00%	0	100.00%	0	100.00%
TOTAL/% Chg	517	-50.76%	270	-47.78%	80	-70.37%	60	-25.00%

NOTE: According to information from Juvenile Services, these fees have decreased because the drug screens ordered by the court must be performed regardless of whether the fees will be paid by those that must be screened.

JUVENILE SERVICES SUPERVISION FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 441902

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Children's Code Art. 781.1(A)	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: **Children's Code Art. 781.1(A)** states that, when the court suspends a sentence and instead places a child or his parent on supervised probation or parole, the court must order payment of a monthly supervision fee.

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Juvenile Services.

Transmittal: Transmitted to the Finance Department once a month.

DISTRIBUTION OF PROCEEDS:

N/A

PAYOR OF FEE:

Any juvenile or his parents so ordered must pay this fee.

COMPUTATION OF FEE:

The standard fee imposed is **not less than \$10 nor more than \$100 per month**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

This fee must be used by the supervising agency to defray the costs of supervision.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

JUVENILE SERVICES SUPERVISION FEES (CITY)					ACCOUNT NUMBER 001 . . 441902			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	265	10.15%
March	205	14.59%	410	17.29%	590	17.03%	0	10.15%
April	0	14.59%	0	17.29%	645	35.64%	240	19.35%
May	430	45.20%	0	17.29%	250	42.86%	400	34.67%
June	0	45.20%	420	35.01%	0	42.86%	0	34.67%
July	0	45.20%	0	35.01%	640	61.33%	320	46.93%
August	275	64.77%	330	48.92%	0	61.33%	350	60.34%
September	0	64.77%	0	48.92%	0	61.33%	0	60.34%
October	170	76.87%	380	64.95%	900	87.30%	305	72.03%
November	0	76.87%	0	64.95%	0	87.30%	520	91.95%
December	325	100.00%	831	100.00%	440	100.00%	210	100.00%
TOTAL/% Chg	1,405	-21.51%	2,371	68.75%	3,465	46.14%	2,610	-24.68%

NOTE: According to Juvenile Services, in 2001 and 2002 fees have increased because the judges have been ordering it more often. In addition, Juvenile Services has set goals to increase this revenue and is taking a more aggressive approach through the Probation Officers to collect it.

The decrease in 2003 revenues is attributed to the low number of court orders by the judges.

PARKING METER FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 442001

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Code of Ordinances Title 11, Chapter 28 § 11:430-433

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: Sections 11:430 through 11:433 of Chapter 28 of Title 11 of the Code of Ordinances of the City of Baton Rouge and the Parish of East Baton Rouge authorize the Department of Public Works to establish parking meter zones, define Zones A and B, and set rates to be charged for parking at parking meters in the two zones. These ordinances require that every person who, during the hours indicated on the meter, parks a vehicle in any parking space next to which a parking meter has been installed must deposit a coin or coins of United States currency of the appropriate denomination to place said meter in operation.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Finance–Revenue Division.

Transmittal: Deposits are made daily.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

The owner, operator, manager, or driver of any vehicle parked in any space alongside of or next to which there is located a parking meter must deposit in the meter the fee indicated in the legend on the meter.

Zone A is bounded on the north by the State Capitol, on the east by Interstate 110, on the south by Government Street, and on the west by the Mississippi River. Zone B, consists of all areas not included in the boundaries of Zone A. **At the present time, the revenue collected on four streets within Zone A (South side of North Blvd. between River Road and St. Ferdinand St., St. Louis St. between Government St. and North Blvd., St. Ferdinand St. between Government St. and North Blvd., and Louisiana Ave. between St. Louis St. and St. Ferdinand St.) are deposited in the Parking Garage Enterprise Fund (407..442001).** Fees from parking meters in any other areas of Zone A and in Zone B are the fees recorded in this General Fund revenue account.

COMPUTATION OF FEE:

The parking meter rates are as follows:

Zone A		Zone B	
5 cents	6 minutes	5 cents	12 minutes
10 cents	12 minutes	10 cents	24 minutes
25 cents	30 minutes	25 cents	1 hour
50 cents	1 hour		

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

PARKING METER FEES (CITY)					ACCOUNT NUMBER 001 . . 442001			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	15,855	8.06%	14,698	7.45%	15,265	7.60%	13,677	6.90%
February	18,113	17.26%	15,338	15.21%	16,720	15.92%	15,145	14.55%
March	18,748	26.79%	17,115	23.88%	18,592	25.17%	15,718	22.48%
April	16,245	35.04%	15,332	31.65%	19,032	34.64%	17,396	31.27%
May	18,351	44.37%	18,337	40.94%	19,928	44.55%	19,818	41.27%
June	17,001	53.01%	16,270	49.18%	16,794	52.91%	13,351	48.01%
July	15,024	60.64%	15,155	56.86%	6,571	56.18%	21,749	58.99%
August	16,530	69.04%	20,153	67.07%	25,810	69.02%	13,957	66.04%
September	14,179	76.25%	14,852	74.59%	10,041	74.02%	17,132	74.68%
October	16,601	84.68%	18,363	83.89%	21,609	84.77%	13,875	81.69%
November	14,592	92.10%	15,629	91.81%	15,486	92.48%	13,184	88.34%
December	15,550	100.00%	16,173	100.00%	15,120	100.00%	23,090	100.00%
TOTAL/% Chg	196,789	0.35%	197,415	0.32%	200,968	1.80%	198,092	-1.43%

SOLID WASTE USER FEES DISCONNECT—RECONNECT FEES

REVENUE TYPE	FUND . . OBJECT	
Charges for Services	City	001 . . 443201 User Fee
	City	001 . . 443310 Disconnect/Reconn.

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Constitution, 1974 Article VI, § 30 Louisiana Revised Statutes 33:4169.1	Ordinances 9157, 10/10/90 9188, 11/28/90 9218, 12/12/90 9271, 4/10/91 10778, 12/4/96 Parish Attorney Opinion, 3/26/90

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: Article VI, Section 30 of the Louisiana Constitution of 1974 authorizes a political subdivision to exercise the power of taxation under the authority granted by the legislature for parish, municipal, and other local purposes strictly public in nature. L.R.S. 33:4169.1 authorizes municipalities and parishes to assess a service charge against any person to whom garbage and trash services are provided.

Local: The Parish Attorney Opinion of March 26, 1990, confirmed the City's authority to assess a service charge against any person to whom garbage and trash services are provided. Ordinance 9157, adopted by the Metropolitan Council on October 10, 1990, authorized the imposition of a solid waste user fee and provided regulations for the administration, collection, and deposit of this fee. Ordinance 9188, of November 28, 1990, added multi-family units and governmental agencies to the list of payers of this fee. Ordinance 9218 of December 12, 1990, and Ordinance 9271 of April 10, 1991, supplied additional definitions and provided for full due process rights for users before termination of utility service. Ordinance 10778, of December 4, 1996, amended Ordinance 9157 to provide for an increase in solid waste user fees as a result of the new contract for solid waste collection and disposal, effective when the new contractor began to collect garbage in 1997.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: The Service Fee Business Office is responsible for billing and collection of this fee. Actual billing is performed by the Baton Rouge Water Company.

Transmittal: The Service Fee Business Office collects payments from customers and transmits collections daily for deposit.

Comment: Each month the Service Fee Business Office sends a summary of daily transactions for the preceding month to the Finance Department. This report summarizes the solid waste user fee billings for the month, along with the offsetting amounts for bad debts, and is used as the basis for recording this revenue in the City-Parish accounting records.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

All residential and multi-family units within the City of Baton Rouge pay this fee.

COMPUTATION OF FEE:

This fee is based on a 6-year average of the incremental cost of solid waste collection and disposal. The garbage collection contract was re-bid in 1996, with the new contract, along with new user-fee rates, to go into effect in March 1997. In March 2004 the contract was extended for an additional year at the same rates. The rates are:

Households pay a fee of **\$8.40 per dwelling**.

Multifamily units pay a fee based on either (1) the number of units in the complex (at **\$8.40 per unit**), or (2) the number and capacity of bins used. The bin rates are as follows:

1 cu. yd.	\$ 49.55
2 cu. yd.	59.00
4 cu. yd.	74.30
6 cu. yd.	91.80
8 cu. yd.	107.40

The method used to calculate the fee for a multifamily unit must be approved by the Department of Public Works.

The penalty for non-payment of this fee is termination of utility service to the residence.

Presently governmental agencies are not being assessed a fee since the cost of the contract was actually less than the City-Parish was previously paying.

The charge for reconnection is **\$30.00**.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

If a user has paid the user fee and terminates water service, a refund will be made upon a qualified request of the payor. Refunds must be requested within twelve months of payment of the fee.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SOLID WASTE USER FEE (CITY)					ACCOUNT NUMBER 001 . . 443201			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	594,092	8.28%	589,656	8.29%	589,290	8.26%	593,985	8.30%
February	595,646	16.58%	596,327	16.67%	589,307	16.52%	595,623	16.62%
March	596,138	24.88%	591,280	24.98%	594,368	24.85%	595,479	24.94%
April	601,798	33.27%	593,924	33.32%	592,313	33.15%	596,526	33.27%
May	599,210	41.61%	593,827	41.67%	596,001	41.51%	595,066	41.59%
June	0	41.61%	0	41.67%	0	41.51%	0	41.59%
July	597,877	49.94%	595,451	50.04%	596,498	49.87%	595,811	49.91%
August	599,131	58.29%	594,192	58.39%	596,831	58.23%	597,812	58.26%
September	598,881	66.63%	591,479	66.70%	594,353	66.56%	592,868	66.55%
October	600,033	74.99%	592,443	75.03%	595,906	74.92%	595,584	74.87%
November	599,288	83.34%	593,173	83.36%	597,204	83.29%	600,314	83.25%
December	1,195,621	100.00%	1,183,841	100.00%	1,192,269	100.00%	1,198,571	100.00%
TOTAL/% Chg	7,177,715	-0.09%	7,115,593	-0.87%	7,134,340	0.26%	7,157,639	0.33%

DISCONNECT-RECONNECT FEES (CITY)					ACCOUNT NUMBER 001 . . 443310			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	30	3.33%	120	12.90%
February	60	28.57%	60	33.33%	90	13.33%	90	22.58%
March	60	57.14%	0	33.33%	60	20.00%	30	25.81%
April	0	57.14%	30	50.00%	90	30.00%	30	29.03%
May	0	57.14%	30	66.67%	60	36.67%	60	35.48%
June	0	57.14%	0	66.67%	0	36.67%	0	35.48%
July	0	57.14%	0	66.67%	30	40.00%	90	45.16%
August	0	57.14%	30	83.33%	150	56.67%	60	51.61%
September	30	71.43%	0	83.33%	120	70.00%	120	64.52%
October	30	85.71%	30	100.00%	60	76.67%	150	80.65%
November	0	85.71%	0	100.00%	120	90.00%	0	80.65%
December	30	100.00%	0	100.00%	90	100.00%	180	100.00%
TOTAL/% Chg	210	-36.36%	180	-14.29%	900	400.00%	930	3.33%

NOTE: The 400% increase experienced in 2002 is from the implementation of a new credit policy. Customers are now receiving disconnect notices after one month of delinquency, whereas before they would receive a notice after two months.

WEED CUTTING CHARGES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	Parish 002 . . 443500

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	Louisiana Revised Statutes 33:4766	Code of Ordinances Title 12, Chapter 5 § 12:355

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: L.R.S. 33:4766 provides means of collecting weed cutting charges in addition to the traditional method of placing a lien on the property in question, by authorizing municipalities to add the unpaid charges incurred for cutting and removing grass and weeds to the annual ad valorem tax bill.

Local: Title 12, Chapter 5 of the Code of Ordinances sets out the procedure by which the City-Parish may cut the weeds on private property when the property owner fails to do so and bill the property owner for the cost involved.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: DPW Citizens Service Center.

Transmittal: Recorded by Revenue Division as collected.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

The owner, or his agent or other person in control of any lot, place or area within a recognized subdivision of the City-Parish is required to cut, destroy, or remove weeds, grass, deleterious or unhealthy growths, or other obnoxious matter growing, lying, or located in or upon any such lot, place, or area, or any sidewalk abutting such lot, place, or area, at least three times a year. If the owner or agent fails to cut the weeds after being requested to do so by the DPW Citizens Service Center, the Center may have the work done and bill the property owner for the cost of such work. If the charges are not paid, a lien is placed on the subject property. The City-Parish may also collect the charges by means of a lawsuit against the property owner personally or by assessing the charge as a tax against the property.

COMPUTATION OF FEE:

The owners of the property on which weeds are cut are assessed the actual costs involved in cutting the weeds plus administrative costs.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

WEED CUTTING CHARGES (PARISH)					ACCOUNT NUMBER 002 . . 443500			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	2,487	6.74%	2,431	7.05%	2,766	9.54%	3,279	13.43%
February	2,276	12.90%	1,283	10.77%	2,261	17.35%	1,269	18.63%
March	1,057	15.76%	4,771	24.61%	1,267	21.72%	1,219	23.62%
April	1,046	18.60%	1,867	30.02%	372	23.00%	2,648	34.47%
May	1,321	22.18%	1,554	34.53%	2,807	32.69%	435	36.25%
June	4,822	35.24%	2,179	40.85%	775	35.36%	0	36.25%
July	2,729	42.63%	2,056	46.81%	3,858	48.68%	2,564	46.75%
August	3,137	51.13%	2,782	54.88%	1,094	52.45%	1,067	51.12%
September	2,976	59.19%	3,040	63.69%	4,766	68.90%	2,902	63.01%
October	6,215	76.02%	8,388	88.02%	3,625	81.41%	2,101	71.61%
November	4,317	87.72%	1,958	93.70%	1,689	87.24%	2,674	82.56%
December	4,535	100.00%	2,173	100.00%	3,699	100.00%	4,257	100.00%
TOTAL/% Chg	36,918	-7.98%	34,482	-6.60%	28,979	-15.96%	24,415	-15.75%

NOTE: This revenue account has the potential to vary from year to year because the owners will often hold off paying until they try to sell the property and have to pay the charge in order to have the lien removed.

In 2002 and 2003 revenues decreased because there were not as many work orders placed.

SUMMER PROGRAM — NBR COMMUNITY CENTER

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 445102

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Various Resolutions

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: Each year before the start of the Summer Program, there must be a resolution of the Metropolitan Council authorizing the day camp for that year.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: North Baton Rouge Community Center.

Transmittal: Weekly during early summer; periodically when funds are received after conclusion of the program.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

The parents or guardians of children who participate in the summer program pay the fees to the North Baton Rouge Community Center.

COMPUTATION OF FEE:

Each summer program participant pays an amount varying from \$270 to \$315 depending on the duration of the day camp program.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

Refunds may be made to persons who pay this fee but are subsequently unable to attend the camp.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

SUMMER PROGRAM - NBR COMMUNITY CENTER (CITY)					ACCOUNT NUMBER 001 . . 445102			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	0	0.00%	0	0.00%	0	0.00%
February	0	0.00%	0	0.00%	0	0.00%	225	1.46%
March	0	0.00%	0	0.00%	0	0.00%	60	1.85%
April	0	0.00%	0	0.00%	0	0.00%	180	3.02%
May	700	5.42%	1,350	9.31%	1,080	7.01%	505	6.31%
June	9,890	81.97%	8,795	69.97%	8,182	60.15%	10,220	72.74%
July	1,180	91.10%	4,255	99.31%	3,611	83.60%	3,936	98.33%
August	1,150	100.00%	50	99.66%	2,525	100.00%	257	100.00%
September	0	100.00%	50	100.00%	0	100.00%	0	100.00%
October	0	100.00%	0	100.00%	0	100.00%	0	100.00%
November	0	100.00%	0	100.00%	0	100.00%	0	100.00%
December	0	100.00%	0	100.00%	0	100.00%	0	100.00%
TOTAL/% Chg	12,920	-47.69%	14,500	12.23%	15,398	6.19%	15,383	-0.10%

NOTE: Fluctuations in revenue reflect changing enrollment from one year to the next.

RIVERFRONT DOCKING FEES

REVENUE TYPE	FUND . . OBJECT
Charges for Services	City 001 . . 445200

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	Resolution 32117, 2/26/92 32262, 3/25/92 33923, 5/12/93 34608, 12/8/93 43110, 3/10/04

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: **Resolution 32117** of February 26, 1992, refers to an agreement between the City and the U.S.S. KIDD whereby the KIDD is responsible for maintaining the Baton Rouge City Dock and for scheduling and coordinating the use of that facility. It provides for docking fees for the year 1992 and states that the purpose of those fees is to reimburse the KIDD for expenses incurred in performing duties related to the dock. **Resolution 32262** of March 25, 1992, authorized the Mayor-President to enter into an agreement with the U.S.S. KIDD to perform limited maintenance on the dock in return for docking fees established by Resolution 32117. **Resolution 33923** of May 12, 1993, and **34608** of December 8, 1993, authorize the U.S.S. KIDD to continue collecting the docking fees for 1993, 1994, and all subsequent years. **Resolution 43110** of March 10, 2004, authorize the Mayor-President to enter into an agreement with the U.S.S. KIDD to perform limited maintenance on the Baton Rouge city dock in return for docking fees for various vessels collected by the U.S.S KIDD.

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: U.S.S. KIDD.

Transmittal: Payments are transmitted to the Finance Department, Revenue Division, as received by the KIDD.

Comments: The Delta Queen Steamboat Company is billed twice yearly for fees incurred. Other ships pay each time they make use of the dock.

DISTRIBUTION OF PROCEEDS:

An amount is included in the City-Parish annual operating budget estimating docking fees to be collected that year; those fees are turned over to the U.S.S. KIDD in return for their maintaining the dock. An adjusting entry is made each December to reflect actual collections. Beginning in 2004, the KIDD will be paid the amount of the actual fees collected or \$6,140 per year, whichever is greater.

PAYOR OF FEE:

Vessels using the Baton Rouge City Dock must pay this docking fee.

COMPUTATION OF FEE:

Authorized fees are:

Mississippi Queen	\$ 100.00 per visit
Delta Queen	100.00 per visit
American Queen	100.00 per visit
River Barge Excursion	50.00 per visit

Docking fees for other vessels are determined on a case-by-case basis by the Administration. The charge is approximately \$1.00 per foot, and the fees cannot be changed without approval of the Administration.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

None.

MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

RIVERFRONT DOCKING FEES (CITY)					ACCOUNT NUMBER 001 . . 445200			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	0	0.00%	100	1.45%	0	0.00%	0	0.00%
February	0	0.00%	0	1.45%	0	0.00%	0	0.00%
March	50	0.57%	0	1.45%	100	4.26%	0	0.00%
April	50	1.14%	150	3.62%	50	6.38%	0	0.00%
May	550	7.43%	0	3.62%	0	6.38%	0	0.00%
June	250	10.29%	750	14.49%	700	36.17%	450	7.32%
July	5,000	67.43%	250	18.12%	0	36.17%	0	7.32%
August	50	68.00%	4,750	86.96%	400	53.19%	3,900	70.73%
September	0	68.00%	0	86.96%	0	53.19%	0	70.73%
October	0	68.00%	0	86.96%	0	53.19%	0	70.73%
November	0	68.00%	0	86.96%	0	53.19%	0	70.73%
December	2,800	100.00%	900	100.00%	1,100	100.00%	1,800	100.00%
TOTAL/% Chg	8,750	-12.06%	6,900	-21.14%	2,350	-65.94%	6,150	161.70%

NOTES: In 2001 the revenues decreased because the Delta Queen Steamboat Company went bankrupt, although the boats continued to operate to some extent.

Expectations for 2002 revenues proved accurate, since collections fell even further due to the attacks of September 11, 2001. After that date both the Mississippi Queen and the American Queen left for New Orleans.

In 2003 revenues increased because the Mississippi Queen, American Queen, and Delta Queen have been docking more frequently in Baton Rouge.

RENTS/UTILITIES/DONATIONS—COMMUNITY CENTERS
LEO S. BUTLER, NBR, DR. MARTIN L. KING JR., CHANEYVILLE, DELMONT

REVENUE TYPE	FUND . . OBJECT		
Charges for Services	City	001..446101	Leo S. Butler
	City	001..446102	NBR
	City	001..446103	Dr. ML King, Jr.
	Parish	002..446104	Chaneyville
	City	001..446105	Delmont

LEGAL AUTHORIZATION

FEDERAL	STATE	LOCAL
N/A	N/A	N/A

INTERPRETATION OF LEGAL AUTHORIZATION:

Federal: N/A

State: N/A

Local: N/A

COLLECTION AND TRANSMITTAL OF FUNDS:

Collector: Department of Finance Department—Revenue Division.

Transmittal: Recorded as received.

DISTRIBUTION OF PROCEEDS:

Not applicable.

PAYOR OF FEE:

Individuals and groups wishing to rent space in one of the community centers (the Leo S. Butler Community Center, the North Baton Rouge Community Center, the Dr. Martin Luther King, Jr., Community Center, the Chaneyville Community Center, or the Delmont Service Center) for a special event must pay a fee for such rental. In addition, **groups and programs occupying space in a community center on an ongoing basis** pay for a portion of the utility usage at that center. For example, Earl K. Long Hospital pays \$850 per month to both the Dr. Leo S. Butler and North Baton Rouge Community Centers for utilities used while the hospital operates a health clinic at these centers. Donations to the centers are also accounted for in this revenue account.

COMPUTATION OF FEE:

Amounts of fees charged vary by community center. See rate schedules on file in the Budgeting Division.

REFUND PROCEDURE, RESTRICTIONS, AND RATE LIMITATIONS:

While these funds are not legally restricted, it has been the policy of the City-Parish to allow them to be utilized on program enhancements or capital equipment at the centers.

RENTS/UTILITIES/DONATIONS - COMMUNITY CENTERS
LEO S. BUTLER
001 . . 446101
NORTH BATON ROUGE
001 . . 446102
DR. MARTIN LUTHER KING, JR.
001 . . 446103
CHANEYVILLE
002 . . 446104
DELMONT CENTER
001 . . 446105
MONTHLY COLLECTIONS WITH CUMULATIVE PERCENTAGES FOR THE LAST FOUR YEARS:

LEO S. BUTLER COMMUNITY CENTER (CITY)					ACCOUNT NUMBER 001 . . 446101			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	481	2.49%	0	0.00%	280	1.25%	1,131	4.96%
February	1,159	8.49%	575	3.66%	1,130	6.29%	850	8.69%
March	1,185	14.62%	1,673	14.30%	850	10.08%	850	12.42%
April	263	15.98%	1,949	26.70%	3,450	25.46%	4,282	31.20%
May	2,068	26.68%	2,828	44.69%	1,860	33.76%	0	31.20%
June	3,467	44.62%	157	45.69%	1,780	41.69%	2,203	40.86%
July	2,329	56.67%	2,450	61.28%	671	44.69%	1,413	47.06%
August	1,422	64.03%	906	67.04%	1,719	52.35%	2,011	55.88%
September	1,352	71.02%	100	67.68%	1,290	58.10%	2,925	68.71%
October	1,205	77.26%	2,300	82.31%	2,330	68.49%	2,277	78.70%
November	559	80.15%	850	87.72%	850	72.29%	150	79.35%
December	3,836	100.00%	1,930	100.00%	6,215	100.00%	4,707	100.00%
TOTAL/% Chg	19,326	-15.88%	15,718	-18.67%	22,425	42.67%	22,799	1.67%

NOTE: The increase in 2002 is due in part to the addition of a new tenant, Metro Health Education, that moved in January 2002. This tenant pays \$600 per month.

NORTH BATON ROUGE COMMUNITY CENTER (CITY)					ACCOUNT NUMBER 001 . . 446102			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	3,144	12.49%	675	2.00%	976	2.98%	2,400	7.57%
February	1,951	20.24%	4,835	16.34%	2,452	10.48%	1,515	12.34%
March	2,400	29.78%	2,400	23.46%	4,416	23.99%	2,274	19.51%
April	3,319	42.97%	731	25.63%	2,988	33.12%	3,901	31.81%
May	1,617	49.39%	4,539	39.10%	4,495	46.87%	614	33.75%
June	850	52.77%	1,350	43.10%	2,560	54.70%	5,717	51.78%
July	1,225	57.64%	4,344	55.99%	4,643	68.89%	4,412	65.69%
August	990	61.57%	4,813	70.26%	2,288	75.89%	2,380	73.19%
September	850	64.95%	1,784	75.56%	1,657	80.96%	1,495	77.90%
October	4,459	82.66%	2,943	84.29%	1,587	85.81%	425	79.24%
November	238	83.61%	2,947	93.03%	1,789	91.28%	1,161	82.90%
December	4,125	100.00%	2,350	100.00%	2,852	100.00%	5,422	100.00%
TOTAL/% Chg	25,168	-16.37%	33,711	33.94%	32,703	-2.99%	31,716	-3.02%

NOTE: The increase in 2001 revenues is due to renovations to the center in 2000 and an increase in rental fees charged in 2001.

RENTS/UTILITIES/DONATIONS - COMMUNITY CENTERS
LEO S. BUTLER
001 . . 446101
NORTH BATON ROUGE
001 . . 446102
DR. MARTIN LUTHER KING, JR.
001 . . 446103
CHANEYVILLE
002 . . 446104
DELMONT CENTER
001 . . 446105

DR. MARTIN LUTHER KING, JR., COMMUNITY CENTER (CITY)					ACCOUNT NUMBER 001 . . 446103			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	862	6.36%	875	11.88%	1,325	9.09%	582	3.23%
February	1,178	15.05%	1,201	28.20%	581	13.08%	1,250	10.16%
March	1,110	23.25%	533	35.43%	418	15.95%	868	14.97%
April	989	30.54%	721	45.23%	374	18.52%	1,735	24.59%
May	578	34.81%	213	48.12%	3,334	41.40%	2,829	40.27%
June	1,118	43.06%	207	50.93%	1,125	49.12%	1,325	47.61%
July	1,250	52.28%	600	59.08%	1,726	60.97%	657	51.26%
August	1,178	60.98%	894	71.22%	(917)	54.67%	1,700	60.68%
September	673	65.94%	272	74.92%	2,185	69.67%	1,000	66.22%
October	1,812	79.32%	329	79.38%	1,000	76.53%	1,910	76.81%
November	1,419	89.79%	793	90.15%	895	82.68%	736	80.89%
December	1,384	100.00%	725	100.00%	2,524	100.00%	3,447	100.00%
TOTAL/% Chg	13,551	21.54%	7,363	-45.66%	14,570	97.88%	18,039	23.81%

NOTE: The decrease in revenues in 2001 is due to a decrease in the number of functions held at the center in that year.

The increase in 2002 results from the fact that Capitol City Family Health Center, which has been located at the center for some years, began paying \$800/month in May. In addition, two new tenants moved in and pay \$150/month each.

In 2003 the center experienced a high volume of rentals which contributed to the increase in revenues.

CHANEYVILLE COMMUNITY CENTER (PARISH)					ACCOUNT NUMBER 002 . . 446104			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	400	8.10%	174	16.17%	250	15.54%	125	10.16%
February	425	16.70%	0	16.17%	0	15.54%	125	20.33%
March	1,187	40.73%	0	16.17%	0	15.54%	0	20.33%
April	0	40.73%	0	16.17%	0	15.54%	125	30.49%
May	925	59.45%	125	27.79%	125	23.31%	480	69.51%
June	602	71.64%	0	27.79%	125	31.08%	125	79.67%
July	217	76.03%	445	69.14%	275	48.17%	125	89.84%
August	400	84.13%	0	69.14%	709	92.23%	0	89.84%
September	400	92.23%	0	69.14%	0	92.23%	0	89.84%
October	175	95.77%	0	69.14%	0	92.23%	125	100.00%
November	238	100.59%	332	100.00%	125	100.00%	0	100.00%
December	(29)	100.00%	0	100.00%	0	100.00%	0	100.00%
TOTAL/% Chg	4,940	182.45%	1,076	-78.22%	1,609	49.54%	1,230	-23.56%

NOTE: In 2000 this center entered into contract with a dentist to perform services at the center twice a week. The contract required the dentist to pay \$100 each day that services were performed. The contract ended 12/31/00, which explains the decreased revenues in 2001 and 2002. The negative amount in December 2000 was to correct a deposit made in error to this account. The decrease in 2003 is attributed to fewer rentals.

RENTS/UTILITIES/DONATIONS - COMMUNITY CENTERS
LEO S. BUTLER
001 . . 446101
NORTH BATON ROUGE
001 . . 446102
DR. MARTIN LUTHER KING, JR.
001 . . 446103
CHANEYVILLE
002 . . 446104
DELMONT CENTER
001 . . 446105

DELMONT SERVICE CENTER (CITY)					ACCOUNT NUMBER 001 . . 446105			
MONTH	2000		2001		2002		2003	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
January	1,590	8.54%	0	0.00%	2,205	9.67%	1,220	6.58%
February	1,890	18.68%	0	0.00%	995	14.04%	2,345	19.23%
March	1,189	25.06%	725	7.11%	1,720	21.58%	1,245	25.95%
April	939	30.11%	700	13.98%	2,556	32.80%	1,978	36.62%
May	1,839	39.98%	0	13.98%	970	37.05%	898	41.46%
June	4,589	64.61%	790	21.74%	2,479	47.93%	1,645	50.33%
July	939	69.65%	1,220	33.71%	2,046	56.90%	1,842	60.27%
August	2,139	81.14%	1,745	50.83%	1,345	62.80%	1,920	70.63%
September	1,264	87.92%	545	56.18%	1,320	68.59%	2,495	84.09%
October	725	91.81%	1,395	69.87%	2,620	80.08%	520	86.89%
November	575	94.90%	1,645	86.02%	1,890	88.38%	945	91.99%
December	950	100.00%	1,425	100.00%	2,650	100.00%	1,485	100.00%
TOTAL/% Chg	18,628	76.47%	10,190	-45.30%	22,796	123.71%	18,538	-18.68%

NOTE: The increase in 2000 revenues is due to the rental revenue from Welfare-to-Work and the Medical Center. However, in October 2000 the Welfare-to-Work program was eliminated from the center, and in December 2000 the medical contract ended. This also explains the decrease in 2001.

During the summer of 2001 two new tenants were acquired: New Hope CDC (\$145/month) and The Primary Care Group (\$600/month). The increase in 2002 is a result of a year's revenue from these tenants, as well as donations and increased building usage.

In 2003 The Primary Care Group (\$600/month) no longer rented from the center, which contributed to the decrease in revenues.

OTHER CHARGES FOR SERVICES

Certain revenue accounts have collection histories so erratic or totals so small that it was not considered reasonable to research and describe legal authorizations, procedures, etc., for them. Since they do, however, make up part of the General Fund, charts of their revenues for the past four years are included below:

LEGAL COSTS - SALES TAX (CITY)					ACCOUNT NUMBER 001 . . 440113			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
December	10,705	100.00%	8,851	100.00%	4,331	100.00%	11,679	100.00%
TOTAL/% Chg	10,705	-47.06%	8,851	-17.32%	4,331	-51.07%	11,679	169.66%

NOTE: This credit in December of each year results from the closing out of the court costs escrow account (001. . 240011).

ABC SUBPOENAS (CITY)					ACCOUNT NUMBER 001 . . 440350			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
January	245	33.33%	0	0.00%	0	0.00%	0	0.00%
June	0	33.33%	70	50.00%	0	0.00%	0	0.00%
July	280	71.43%	70	100.00%	0	0.00%	0	0.00%
August	70	80.95%	0	100.00%	0	0.00%	0	0.00%
September	0	80.95%	0	100.00%	35	100.00%	35	33.33%
November	140	100.00%	0	100.00%	0	100.00%	0	33.33%
December	0	100.00%	0	100.00%	0	100.00%	70	100.00%
TOTAL	735	10.53%	140	-80.95%	35	-75.00%	105	200.00%

ABC SUBPOENAS (PARISH)					ACCOUNT NUMBER 002 . . 440350			
MONTH	2000 AMOUNT	%	2001 AMOUNT	%	2002 AMOUNT	%	2003 AMOUNT	%
February	210	75.00%	0	0.00%	0	0.00%	0	0.00%
June	0	75.00%	0	0.00%	450	64.75%	105	75.00%
July	0	75.00%	35	11.11%	140	84.89%	0	75.00%
August	70	100.00%	0	11.11%	0	84.89%	0	75.00%
September	0	100.00%	0	11.11%	105	100.00%	35	100.00%
November	0	100.00%	210	77.78%	0	100.00%	0	100.00%
December	0	100.00%	70	100.00%	0	100.00%	0	100.00%
TOTAL	280		315		695		140	
COMB/% Chg	1,015	-36.00%	455	-55.17%	730	60.44%	245	-66.44%

NOTE: This charge may be imposed on any person who is subpoenaed to appear before the ABC Board. The subpoena cost may be waived at the discretion of the Board.